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2000

# ILLINOIS

## REGISTER

RULES  
OF GOVERNMENTAL  
AGENCIES

ILLINOIS DOCUMENTS

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Volume 24, Issue 8  
February 18, 2000

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- Issue 16 - April 14, 2000: Data Through March 31, 2000
- Issue 29 - July 14, 2000: Data Through June 30, 2000
- Issue 42 - October 13, 2000: Data Through September 30, 2000
- Issue 3 - January 19, 2001: Data Through December 31, 2000 (Annual)



## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF PROPOSED AMENDMENT

- 1) Heading of the Part: Pay Plan
- 2) Code Citation: 80 Ill. Adm. Code 310
- 3) Section Number: Proposed Action:  
Appendix A, Table J Amendment
- 4) Statutory Authority: Authorized by Sections 8 and 8a of the Personnel Code [20 ILCS 415/8 and 8a].

5) A Complete Description of the Subjects and Issues Involved: In Section 310. Appendix A, Table J, RC-014 (Clerical Employees, AFSCME), the abolished titles of Telecommunications Field Advisor and Telecommunications Field Advisor Lead Worker are being deleted. Effective January 1, 2000, these titles were replaced by the new State Police Field Specialist II (RC-062).

6) Will this proposed rule replace an emergency rule currently in effect?  
No

7) Does this rulemaking contain an automatic repeal date? No

8) Do these proposed amendments contain any incorporations by reference? No

9) Are there any proposed amendments pending to this Part? Yes

| Section Numbers | Proposed Action | Ill. Reg. Citation |
|-----------------|-----------------|--------------------|
| 310.280         | Amend           | 23 Ill. Reg. 13285 |
| 310.280         | Amend           | 24 Ill. Reg. 916   |
| 310.280         | Amend           | 24 Ill. Reg. 1419  |

10) Statement of Statewide Objectives: These amendments to the Pay Plan pertain only to State employees subject to the Personnel Code and do not set out any guidelines that are to be followed by local or other jurisdictional bodies within the State.

11) Time, Place, and Manner in which interested persons may comment on this proposed rulemaking:

Mr. Michael Murphy  
Department of Central Management Services  
Division of Technical Services  
504 William G. Stratton Building  
Springfield, Illinois 62706  
(217) 782-5601

12) Initial Regulatory Flexibility Analysis:

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF PROPOSED AMENDMENT

A) Types of small businesses, small municipalities and not for profit corporations affected: None. The Department of Central Management Services' Pay Plan extends only to Personnel Code employees under the jurisdiction of the Governor.

B) Reporting, bookkeeping or other procedures required for compliance:  
None

C) Types of professional skills necessary for compliance: None

13) Regulatory Agenda on which this rulemaking was summarized: This rule was not included on either of the 2 most recent agendas because: The reclassification of the Telecommunications Field Advisor and Telecommunications Field Advisor Lead Worker into the State Police Field Specialist II was not known at the time.

The full text of the proposed amendments begins on the next page.



## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF PROPOSED AMENDMENT

## TITLE 80: PUBLIC OFFICIALS AND EMPLOYEES

## SUBTITLE B: PERSONNEL RULES, PAY PLANS, AND

## POSITION CLASSIFICATIONS

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## PART 310

## PAY PLAN

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## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF PROPOSED AMENDMENT

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DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENT

Reg. 648, effective December 22, 1986; peremptory amendment at 11 Ill. Reg. 3363, effective February 3, 1987; peremptory amendment at 11 Ill. Reg. 4388, effective February 27, 1987; peremptory amendment at 11 Ill. Reg. 6291, effective March 23, 1987; amended at 11 Ill. Reg. 5901, effective March 24, 1987; emergency amendment at 11 Ill. Reg. 8787, effective April 15, 1987, for a maximum of 150 days; emergency amendment at 11 Ill. Reg. 11830, effective July 1, 1987, for a maximum of 150 days; peremptory amendment at 11 Ill. Reg. 13675, effective July 29, 1987; amended at 11 Ill. Reg. 14984, effective August 27, 1987; peremptory amendment at 11 Ill. Reg. 15273, effective September 1, 1987; peremptory amendment at 11 Ill. Reg. 17919, effective October 19, 1987; peremptory amendment at 11 Ill. Reg. 19812, effective November 19, 1987; emergency amendment at 11 Ill. Reg. 20664, effective December 4, 1987, for a maximum of 150 days; amended at 11 Ill. Reg. 20778, effective December 11, 1987; peremptory amendment at 12 Ill. Reg. 3811, effective January 27, 1988; peremptory amendment at 12 Ill. Reg. 5459, effective March 3, 1988; amended at 12 Ill. Reg. 6073, effective March 21, 1988; peremptory amendment at 12 Ill. Reg. 7783, effective April 14, 1988; emergency amendment at 12 Ill. Reg. 7734, effective April 15, 1988, for a maximum of 150 days; peremptory amendment at 12 Ill. Reg. 8135, effective April 22, 1988; peremptory amendment at 12 Ill. Reg. 9745, effective May 23, 1988; emergency amendment at 12 Ill. Reg. 11778, effective July 1, 1988, for a maximum of 150 days; emergency amendment at 12 Ill. Reg. 12895, effective July 18, 1988, for a maximum of 150 days; peremptory amendment at 12 Ill. Reg. 13306, effective July 27, 1988; corrected at 12 Ill. Reg. 13359; amended at 12 Ill. Reg. 14630, effective September 6, 1988; amended at 12 Ill. Reg. 20449, effective November 28, 1988; peremptory amendment at 12 Ill. Reg. 20584, effective November 28, 1988; peremptory amendment at 13 Ill. Reg. 8080, effective May 10, 1989; amended at 13 Ill. Reg. 8849, effective May 30, 1989; peremptory amendment at 13 Ill. Reg. 8970, effective May 26, 1989; emergency amendment at 13 Ill. Reg. 10967, effective June 20, 1989, for a maximum of 150 days; emergency amendment expired on November 17, 1989; amended at 13 Ill. Reg. 11451, effective June 28, 1989; emergency amendment at 13 Ill. Reg. 11854, effective July 1, 1989, for a maximum of 150 days; corrected at 13 Ill. Reg. 12647; peremptory amendment at 13 Ill. Reg. 12887, effective July 24, 1989; amended at 13 Ill. Reg. 16950, effective October 20, 1989; amended at 13 Ill. Reg. 19221, effective December 12, 1989; amended at 14 Ill. Reg. 615, effective January 2, 1990; peremptory amendment at 14 Ill. Reg. 1627, effective January 11, 1990; amended at 14 Ill. Reg. 4455, effective March 12, 1990; peremptory amendment at 14 Ill. Reg. 7652, effective May 7, 1990; amended at 14 Ill. Reg. 10002, effective June 11, 1990; emergency amendment at 14 Ill. Reg. 11330, effective June 29, 1990, for a maximum of 150 days; amended at 14 Ill. Reg. 14361, effective August 24, 1990; emergency amendment at 14 Ill. Reg. 15570, effective September 11, 1990, for a maximum of 150 days; emergency amendment expired on February 8, 1991; corrected at 14 Ill. Reg. 16092; peremptory amendment at 14 Ill. Reg. 17098, effective September 26, 1990; amended at 14 Ill. Reg. 17189, effective October 2, 1990; amended at 14 Ill. Reg. 17189, effective October 19, 1990; amended at 14 Ill. Reg. 18719, effective November 13, 1990; peremptory amendment at 14 Ill. Reg. 18854, effective November 13, 1990; peremptory amendment at 15 Ill. Reg. 663,

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENT

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APPENDIX C Medical Administrator Rates for Fiscal Year 2000  
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APPENDIX E Teaching Salary Schedule (Repealed)  
APPENDIX F Physician and Physician Specialist Salary Schedule (Repealed)  
APPENDIX G Broad-Band Pay Range Classes Salary Schedule for Fiscal Year 2000  
AUTHORITY: Implementing and authorized by Sections 8 and 8a of the Personnel Code [20 ILCS 415/8 and 8a].  
SOURCE: Filed June 28, 1967; codified at 8 Ill. Reg. 1558; emergency amendment at 8 Ill. Reg. 1990, effective January 31, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 2440, effective February 15, 1984; emergency amendment at 8 Ill. Reg. 3348, effective March 5, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 4249, effective March 16, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 5704, effective April 16, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 7290, effective May 11, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 11299, effective June 25, 1984; emergency amendment at 8 Ill. Reg. 12616, effective July 1, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 15007, effective August 6, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 15367, effective August 13, 1984; emergency amendment at 8 Ill. Reg. 21310, effective October 10, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 21544, effective October 24, 1984; amended at 8 Ill. Reg. 22844, effective November 14, 1984; emergency amendment at 9 Ill. Reg. 1134, effective January 16, 1985, for a maximum of 150 days; amended at 9 Ill. Reg. 1320, effective January 23, 1985; amended at 9 Ill. Reg. 3681, effective March 12, 1985; emergency amendment at 9 Ill. Reg. 4163, effective March 15, 1985, for a maximum of 150 days; emergency amendment at 9 Ill. Reg. 9231, effective May 31, 1985; amended at 9 Ill. Reg. 10663, effective July 1, 1985; emergency amendment at 9 Ill. Reg. 15043, effective September 24, 1985, for a maximum of 150 days; peremptory amendment at 10 Ill. Reg. 3325, effective January 22, 1986; amended at 10 Ill. Reg. 3230, effective January 24, 1986; emergency amendment at 10 Ill. Reg. 8904, effective May 13, 1986, for a maximum of 150 days; peremptory amendment at 10 Ill. Reg. 8928, effective May 13, 1986; emergency amendment at 10 Ill. Reg. 12090, effective June 30, 1986, for a maximum of 150 days; peremptory amendment at 10 Ill. Reg. 13675, effective July 31, 1986; peremptory amendment at 10 Ill. Reg. 14867, effective August 26, 1986; amended at 10 Ill. Reg. 15567, effective September 17, 1986; emergency amendment at 10 Ill. Reg. 17765, effective September 30, 1986, for a maximum of 150 days; peremptory amendment at 10 Ill. Reg. 19132, effective October 28, 1986; peremptory amendment at 10 Ill. Reg. 21097, effective December 9, 1986; amended at 11 Ill.



## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF PROPOSED AMENDMENT

effective January 7, 1991; amended at 15 Ill. Reg. 3296, effective February 14, 1991; amended at 15 Ill. Reg. 4401, effective March 11, 1991; peremptory amendment at 15 Ill. Reg. 5100, effective March 20, 1991; peremptory amendment at 15 Ill. Reg. 5465, effective April 2, 1991; emergency amendment at 15 Ill. Reg. 10485, effective July 1, 1991, for a maximum of 150 days; amended at 15 Ill. Reg. 11080, effective July 19, 1991; amended at 15 Ill. Reg. 13080, effective August 21, 1991; amended at 15 Ill. Reg. 14210, effective September 23, 1991; emergency amendment at 16 Ill. Reg. 711, effective December 26, 1991, for a maximum of 150 days; amended at 16 Ill. Reg. 3450, effective February 20, 1992; peremptory amendment at 16 Ill. Reg. 5068, effective March 11, 1992; peremptory amendment at 16 Ill. Reg. 7056, effective April 20, 1992; emergency amendment at 16 Ill. Reg. 8239, effective May 19, 1992, for a maximum of 150 days; amended at 16 Ill. Reg. 8382, effective May 26, 1992; emergency amendment at 16 Ill. Reg. 13950, effective August 19, 1992, for a maximum of 150 days; emergency amendment at 16 Ill. Reg. 14452, effective September 4, 1992, for a maximum of 150 days; amended at 17 Ill. Reg. 238, effective December 23, 1992; peremptory amendment at 17 Ill. Reg. 498, effective December 18, 1992; amended at 17 Ill. Reg. 590, effective January 4, 1993; amended at 17 Ill. Reg. 1819, effective February 2, 1993; amended at 17 Ill. Reg. 6441, effective April 8, 1993; emergency amendment at 17 Ill. Reg. 12900, effective July 22, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 13409, effective July 29, 1993; emergency amendment at 17 Ill. Reg. 13789, effective August 9, 1993, for a maximum of 150 days; emergency amendment at 17 Ill. Reg. 14666, effective August 26, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 19103, effective October 25, 1993; emergency amendment at 17 Ill. Reg. 21858, effective December 1, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 22514, effective December 15, 1993; amended at 18 Ill. Reg. 227, effective December 17, 1993; amended at 18 Ill. Reg. 1107, effective January 18, 1994; amended at 18 Ill. Reg. 5146, effective March 21, 1994; peremptory amendment at 18 Ill. Reg. 9562, effective June 13, 1994; emergency amendment at 18 Ill. Reg. 11299, effective July 1, 1994, for a maximum of 150 days; peremptory amendment at 18 Ill. Reg. 13476, effective August 17, 1994; emergency amendment at 18 Ill. Reg. 14417, effective September 9, 1994, for a maximum of 150 days; amended at 18 Ill. Reg. 16545, effective October 31, 1994; peremptory amendment at 18 Ill. Reg. 16708, effective October 28, 1994; amended at 18 Ill. Reg. 17191, effective November 21, 1994; amended at 19 Ill. Reg. 1024, effective January 24, 1995; peremptory amendment at 19 Ill. Reg. 2481, effective February 17, 1995; peremptory amendment at 19 Ill. Reg. 3073, effective February 17, 1995; amended at 19 Ill. Reg. 3456, effective March 7, 1995; peremptory amendment at 19 Ill. Reg. 5145, effective March 14, 1995; amended at 19 Ill. Reg. 6452, effective May 2, 1995; peremptory amendment at 19 Ill. Reg. 6688, effective May 1, 1995; amended at 19 Ill. Reg. 7841, effective June 1, 1995; amended at 19 Ill. Reg. 8156, effective June 12, 1995; amended at 19 Ill. Reg. 9096, effective June 27, 1995; emergency amendment at 19 Ill. Reg. 11954, effective August 1, 1995, for a maximum of 150 days; peremptory amendment at 19 Ill. Reg. 13979, effective September 19, 1995; peremptory amendment at 19 Ill. Reg. 15103, effective October 12, 1995; amended at 19 Ill. Reg. 16160, effective November 28, 1995; amended at 20 Ill. Reg. 308, effective December

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF PROPOSED AMENDMENT

22, 1995; emergency amendment at 20 Ill. Reg. 4060, effective February 27, 1996, for a maximum of 150 days; peremptory amendment at 20 Ill. Reg. 6334, effective April 22, 1996; peremptory amendment at 20 Ill. Reg. 7434, effective May 14, 1996; amended at 20 Ill. Reg. 8301, effective June 11, 1996; amended at 20 Ill. Reg. 8657, effective June 20, 1996; amended at 20 Ill. Reg. 9006, effective June 26, 1996; amended at 20 Ill. Reg. 9925, effective July 10, 1996; emergency amendment at 20 Ill. Reg. 10213, effective July 15, 1996, for a maximum of 150 days; amended at 20 Ill. Reg. 10841, effective August 5, 1996; peremptory amendment at 20 Ill. Reg. 13408, effective September 24, 1996; amended at 20 Ill. Reg. 15018, effective November 7, 1996; peremptory amendment at 20 Ill. Reg. 15092, effective November 7, 1996; emergency amendment at 21 Ill. Reg. 1023, effective January 6, 1997, for a maximum of 150 days; amended at 21 Ill. Reg. 1629, effective January 22, 1997; amended at 21 Ill. Reg. 5144, effective April 15, 1997; amended at 21 Ill. Reg. 6444, effective May 15, 1997; amended at 21 Ill. Reg. 7118, effective June 3, 1997; emergency amendment at 21 Ill. Reg. 10061, effective July 21, 1997, for a maximum of 150 days; emergency amendment at 21 Ill. Reg. 12859, effective September 8, 1997, for a maximum of 150 days; peremptory amendment at 21 Ill. Reg. 14267, effective October 14, 1997; peremptory amendment at 21 Ill. Reg. 14589, effective October 15, 1997; peremptory amendment at 21 Ill. Reg. 15030, effective November 10, 1997; amended at 21 Ill. Reg. 16344, effective December 9, 1997; peremptory amendment at 21 Ill. Reg. 16465, effective December 4, 1997; peremptory amendment at 21 Ill. Reg. 17167, effective December 9, 1997; peremptory amendment at 22 Ill. Reg. 1593, effective December 22, 1997; amended at 22 Ill. Reg. 2580, effective January 14, 1998; peremptory amendment at 22 Ill. Reg. 4326, effective February 13, 1998; peremptory amendment at 22 Ill. Reg. 5108, effective February 26, 1998; peremptory amendment at 22 Ill. Reg. 5749, effective March 3, 1998; amended at 22 Ill. Reg. 6204, effective March 12, 1998; peremptory amendment at 22 Ill. Reg. 7053, effective April 1, 1998; peremptory amendment at 22 Ill. Reg. 7320, effective April 10, 1998; peremptory amendment at 22 Ill. Reg. 7692, effective April 20, 1998; emergency amendment at 22 Ill. Reg. 12607, effective July 2, 1998, for a maximum of 150 days; peremptory amendment at 22 Ill. Reg. 15489, effective August 7, 1998; amended at 22 Ill. Reg. 16158, effective September 30, 1998; peremptory amendment at 22 Ill. Reg. 19105, effective September 30, 1998; peremptory amendment at 22 Ill. Reg. 19943, effective October 27, 1998; peremptory amendment at 22 Ill. Reg. 20406, effective November 5, 1998; amended at 22 Ill. Reg. 20581, effective November 16, 1998; amended at 23 Ill. Reg. 664, effective January 1, 1999; peremptory amendment at 23 Ill. Reg. 730, effective December 29, 1998; emergency amendment at 23 Ill. Reg. 6533, effective May 10, 1999, for a maximum of 150 days; amended at 23 Ill. Reg. 7065, effective June 3, 1999; emergency amendment at 23 Ill. Reg. 8169, effective July 1, 1999, for a maximum of 150 days; amended at 23 Ill. Reg. 11020, effective August 26, 1999; amended at 23 Ill. Reg. 12429, effective September 21, 1999; peremptory amendment at 23 Ill. Reg. 12493, effective September 23, 1999; amended at 23 Ill. Reg. 12604, effective September 24, 1999; amended at 23 Ill. Reg. 13053, effective September 27, 1999; peremptory amendment at 23 Ill. Reg. 13132, effective October 1, 1999; amended at 23 Ill. Reg. 13570, effective October 26, 1999; amended at 23 Ill. Reg. 14020,





## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF PROPOSED AMENDMENT

|  |      |      |      |      |      |      |
|--|------|------|------|------|------|------|
| Insurance Analyst II                         | 1885 | 1942 | 2000 | 2060 | 2148 | 2228 |
| Insurance Analyst Trainee                    | 1546 | 1592 | 1640 | 1689 | 1747 | 1809 |
| Intermittent Clerk                           | 8.15 | 8.39 | 8.65 | 8.90 | 9.14 | 9.41 |
| Library Aide I                               | 1360 | 1401 | 1443 | 1486 | 1529 | 1581 |
| Library Aide II                              | 1447 | 1490 | 1535 | 1581 | 1634 | 1688 |
| Library Aide III                             | 1546 | 1592 | 1640 | 1689 | 1747 | 1809 |
| Library Technical Assistant                  | 1724 | 1776 | 1829 | 1884 | 1966 | 2037 |
| Microfilm Laboratory Technician I            | 1546 | 1592 | 1640 | 1689 | 1747 | 1809 |
| Microfilm Laboratory Technician II           | 1660 | 1710 | 1761 | 1814 | 1882 | 1955 |
| Microfilm Operator I                         | 1399 | 1441 | 1484 | 1529 | 1581 | 1632 |
| Microfilm Operator II                        | 1495 | 1540 | 1586 | 1634 | 1689 | 1744 |
| Microfilm Operator III                       | 1599 | 1647 | 1696 | 1747 | 1814 | 1879 |
| Office Aide                                  | 1324 | 1364 | 1405 | 1447 | 1486 | 1522 |
| Office Assistant                             | 1495 | 1540 | 1586 | 1634 | 1689 | 1744 |
| Office Associate                             | 1599 | 1647 | 1696 | 1747 | 1814 | 1879 |
| Office Clerk                                 | 1399 | 1441 | 1484 | 1529 | 1581 | 1632 |
| Office Coordinator                           | 1660 | 1710 | 1761 | 1814 | 1882 | 1955 |
| Photographer I                               | 1800 | 1854 | 1910 | 1967 | 2049 | 2124 |
| Photographer II                              | 2062 | 2124 | 2188 | 2254 | 2350 | 2449 |
| Photographer III                             | 2153 | 2218 | 2285 | 2354 | 2463 | 2570 |
| Photographic Technician I                    | 1800 | 1854 | 1910 | 1967 | 2049 | 2124 |
| Photographic Technician II                   | 2062 | 2124 | 2188 | 2254 | 2350 | 2449 |
| Photographic Technician III                  | 2153 | 2218 | 2285 | 2354 | 2463 | 2570 |
| Procurement Representative                   | 1660 | 1710 | 1761 | 1814 | 1882 | 1955 |
| Property & Supply Clerk I                    | 1399 | 1441 | 1484 | 1529 | 1578 | 1628 |
| Property & Supply Clerk II                   | 1490 | 1535 | 1581 | 1628 | 1678 | 1740 |
| Property & Supply Clerk III                  | 1599 | 1647 | 1696 | 1747 | 1814 | 1879 |
| Property Tax Examiner                        | 1660 | 1710 | 1761 | 1814 | 1882 | 1955 |
| Rehabilitation Case Coordinator I            | 1546 | 1592 | 1640 | 1689 | 1747 | 1809 |
| Rehabilitation Case Coordinator II           | 1660 | 1710 | 1761 | 1814 | 1882 | 1955 |
| Reproduction Service Technician I            | 1447 | 1490 | 1535 | 1581 | 1634 | 1688 |
| Reproduction Service Technician II           | 1660 | 1710 | 1761 | 1814 | 1882 | 1955 |
| Reproduction Service Technician III          | 1800 | 1854 | 1910 | 1967 | 2049 | 2124 |
| Safety Responsibility Analyst                | 1885 | 1942 | 2000 | 2060 | 2148 | 2228 |
| Storekeeper I                                | 1786 | 1840 | 1895 | 1952 | 2025 | 2107 |
| Storekeeper II                               | 1938 | 1996 | 2056 | 2118 | 2207 | 2294 |
| Storekeeper III                              | 2062 | 2124 | 2188 | 2254 | 2350 | 2449 |
| Stores Clerk                                 | 1444 | 1487 | 1532 | 1578 | 1628 | 1677 |
| Switchboard Operator I                       | 1447 | 1490 | 1535 | 1581 | 1634 | 1688 |
| Switchboard Operator II                      | 1546 | 1592 | 1640 | 1689 | 1747 | 1809 |
| Telecommunications Field Advisor             | 2153 | 2218 | 2285 | 2354 | 2463 | 2570 |
| Telecommunications Field Advisor Lead Worker | 2373 | 2444 | 2517 | 2593 | 2717 | 2843 |
| Telecommunicator                             | 1885 | 1942 | 2000 | 2060 | 2148 | 2228 |
| Telecommunicator-Command Center              | 1967 | 2026 | 2087 | 2150 | 2240 | 2336 |
| Telecommunicator Call Taker                  | 1967 | 2026 | 2087 | 2150 | 2240 | 2336 |
| Telecommunicator Lead Call                   | 2153 | 2218 | 2285 | 2354 | 2463 | 2570 |

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF PROPOSED AMENDMENT

| Taker                        |      | 2062<br>2153 | 2124<br>2218 | 2188<br>2285       | 2254<br>2354 | 2350<br>2463 | 2449<br>2570 |
|------------------------------|------|--------------|--------------|--------------------|--------------|--------------|--------------|
| Telecommunicator Lead Worker |      |              |              |                    |              |              |              |
| Telecommunicator Lead        |      |              |              |                    |              |              |              |
| Worker-Command Center        |      |              |              |                    |              |              |              |
| Telecommunicator Trainee     | 1724 | 1776         | 1829         | 1884               | 1966         | 2037         |              |
| Vehicle Permit Evaluator     | 1800 | 1854         | 1910         | 1967               | 2049         | 2124         |              |
| Veterans Service Officer     | 1800 | 1854         | 1910         | 1967               | 2049         | 2124         |              |
| Associate                    |      |              |              |                    |              |              |              |
|                              |      |              |              | S T E P S (cont..) |              |              |              |
|                              |      |              | 4            | 5                  | 6            | 7            |              |
|                              |      |              | 1742         | 1793               | 1846         | 1937         |              |
|                              |      |              | 1870         | 1931               | 1995         | 2102         |              |
|                              |      |              | 2115         | 2189               | 2268         | 2394         |              |
|                              |      |              | 2321         | 2405               | 2497         | 2636         |              |
|                              |      |              | 1580         | 1625               | 1670         | 1747         |              |
|                              |      |              | 2321         | 2405               | 2497         | 2636         |              |
|                              |      |              | 2559         | 2656               | 2759         | 2919         |              |
|                              |      |              | 1804         | 1860               | 1920         | 2017         |              |
|                              |      |              | 2025         | 2101               | 2173         | 2287         |              |
|                              |      |              | 2115         | 2189               | 2268         | 2394         |              |
|                              |      |              | 2025         | 2101               | 2173         | 2287         |              |
|                              |      |              | 2025         | 2101               | 2173         | 2287         |              |
|                              |      |              | 2962         | 3083               | 3208         | 3399         |              |
|                              |      |              | 3317         | 3457               | 3602         | 3819         |              |
|                              |      |              | 3506         | 3657               | 3808         | 4041         |              |
|                              |      |              | 2675         | 2784               | 2888         | 3060         |              |
|                              |      |              | 1804         | 1860               | 1920         | 2017         |              |
|                              |      |              | 1678         | 1735               | 1782         | 1874         |              |
|                              |      |              | 1580         | 1625               | 1670         | 1747         |              |
|                              |      |              | 2211         | 2293               | 2371         | 2504         |              |
|                              |      |              | 2115         | 2189               | 2268         | 2394         |              |
|                              |      |              | 2321         | 2405               | 2497         | 2636         |              |
|                              |      |              | 2675         | 2784               | 2888         | 3060         |              |
|                              |      |              | 2321         | 2405               | 2497         | 2636         |              |
|                              |      |              | 2115         | 2189               | 2268         | 2394         |              |
|                              |      |              | 2431         | 2522               | 2619         | 2768         |              |
|                              |      |              | 2817         | 2934               | 3052         | 3232         |              |
|                              |      |              | 2211         | 2293               | 2371         | 2504         |              |
|                              |      |              | 2559         | 2656               | 2759         | 2919         |              |
|                              |      |              | 2321         | 2405               | 2497         | 2636         |              |
|                              |      |              | 2817         | 2934               | 3052         | 3232         |              |
|                              |      |              | 2211         | 2293               | 2371         | 2504         |              |
|                              |      |              | 2025         | 2101               | 2173         | 2287         |              |
|                              |      |              | 2321         | 2405               | 2497         | 2636         |              |
|                              |      |              | 1870         | 1931               | 1995         | 2102         |              |
|                              |      |              | 9.72         | 10.00              | 10.28        | 10.75        |              |
|                              |      |              | 1628         | 1674               | 1722         | 1811         |              |



## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF PROPOSED AMENDMENT

|      |      |      |      |
|------|------|------|------|
| 1742 | 1793 | 1846 | 1937 |
| 1870 | 1931 | 1995 | 2102 |
| 2115 | 2189 | 2268 | 2394 |
| 1870 | 1931 | 1995 | 2102 |
| 2025 | 2101 | 2173 | 2287 |
| 1678 | 1735 | 1782 | 1874 |
| 1804 | 1860 | 1920 | 2017 |
| 1950 | 2013 | 2082 | 2192 |
| 1580 | 1625 | 1670 | 1747 |
| 1804 | 1860 | 1920 | 2017 |
| 1950 | 2013 | 2082 | 2192 |
| 1678 | 1735 | 1782 | 1874 |
| 2025 | 2101 | 2173 | 2287 |
| 2211 | 2293 | 2371 | 2504 |
| 2559 | 2656 | 2759 | 2919 |
| 2675 | 2784 | 2888 | 3060 |
| 2211 | 2293 | 2371 | 2504 |
| 2559 | 2656 | 2759 | 2919 |
| 2025 | 2101 | 2173 | 2287 |
| 1676 | 1722 | 1776 | 1867 |
| 2559 | 2656 | 2759 | 2919 |
| 1792 | 1846 | 1904 | 1996 |
| 1950 | 2013 | 2082 | 2192 |
| 2025 | 2101 | 2173 | 2287 |
| 1870 | 1931 | 1995 | 2102 |
| 2025 | 2101 | 2173 | 2287 |
| 1742 | 1793 | 1846 | 1937 |
| 2025 | 2101 | 2173 | 2287 |
| 2211 | 2293 | 2371 | 2504 |
| 2321 | 2405 | 2497 | 2636 |
| 2181 | 2267 | 2340 | 2466 |
| 2388 | 2476 | 2559 | 2704 |
| 1731 | 1785 | 1836 | 1929 |
| 1742 | 1793 | 1846 | 1937 |
| 1870 | 1931 | 1995 | 2102 |
| 2025 | 2101 | 2173 | 2287 |
| 1804 | 1860 | 1920 | 2017 |
| 1804 | 1860 | 1920 | 2017 |
| 2025 | 2101 | 2173 | 2287 |
| 2321 | 2405 | 2497 | 2636 |
| 2675 | 2784 | 2888 | 3060 |
| 2962 | 3083 | 3208 | 3399 |
| 2321 | 2405 | 2497 | 2636 |
| 2431 | 2522 | 2619 | 2768 |
| 2675 | 2784 | 2888 | 3060 |
| 2559 | 2656 | 2759 | 2919 |

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF PROPOSED AMENDMENT

|      |      |      |      |
|------|------|------|------|
| 2675 | 2784 | 2888 | 3060 |
| 2115 | 2189 | 2268 | 2394 |
| 2211 | 2293 | 2371 | 2504 |
| 2211 | 2293 | 2371 | 2504 |

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Full-time employees who are receiving the flat-rate pension formula will receive a one-time lump sum payment of \$565.

Effective: April 1, 1998

| S T E P S                          |      |      |                |
|------------------------------------|------|------|----------------|
| lc                                 | lb   | la   | l              |
| Veterans Service Officer Associate | 1967 | 2026 | 2087 2150 2240 |

| S T E P S (cont.)                  |      |      |           |
|------------------------------------|------|------|-----------|
| 4                                  | 5    | 6    | 7         |
| Veterans Service Officer Associate | 2431 | 2522 | 2619 2768 |

Effective: July 1, 1998

| S T E P S                      |      |      |                     |
|--------------------------------|------|------|---------------------|
| lc                             | lb   | la   | l                   |
| Account Clerk I                | 1490 | 1535 | 1581 1628           |
| Account Clerk II               | 1592 | 1640 | 1689 1740 1799 1863 |
| Account Technician I           | 1776 | 1829 | 1884 1941 2025 2098 |
| Account Technician II          | 1942 | 2000 | 2060 2122 2212 2295 |
| Administrative Services Worker | 1364 | 1405 | 1447 1490 1531 1575 |

| S T E P S                       |      |      |                     |
|---------------------------------|------|------|---------------------|
| lc                              | lb   | la   | l                   |
| Aircraft Dispatcher             | 1942 | 2000 | 2060 2122 2212 2295 |
| Aircraft Lead Dispatcher        | 2124 | 2188 | 2254 2322 2421 2522 |
| Audio Visual Technician I       | 1540 | 1586 | 1634 1683 1740 1796 |
| Audio Visual Technician II      | 1710 | 1761 | 1814 1868 1938 2014 |
| Buyer Assistant                 | 1776 | 1829 | 1884 1941 2025 2098 |
| Check Issuance Machine Operator | 1710 | 1761 | 1814 1868 1938 2014 |

| S T E P S                          |      |      |                     |
|------------------------------------|------|------|---------------------|
| lc                                 | lb   | la   | l                   |
| Clerical Trainee                   | TR   | 1761 | 1814 1868 1938 2014 |
| Communication Dispatcher           | 1710 | 1761 | 1814 1868 1938 2014 |
| Communication Equipment Technician | 2444 | 2517 | 2593 2671 2799 2928 |

| S T E P S                              |      |      |                     |
|--|------|------|---------------------|
| lc                                     | lb   | la   | l                   |
| Communication Equipment Technician I   | 2716 | 2797 | 2881 2967 3119 3265 |
| Communication Equipment Technician II  | 2870 | 2956 | 3045 3136 3293 3448 |
| Communication Equipment Technician III | 2218 | 2285 | 2354 2425 2537 2647 |

| S T E P S      |      |      |                     |
|----------------|------|------|---------------------|
| lc             | lb   | la   | l                   |
| Court Reporter | 2218 | 2285 | 2354 2425 2537 2647 |

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF PROPOSED AMENDMENT

|                                    |      |      |      |      |      |      |
|------------------------------------|------|------|------|------|------|------|
| Data Processing Assistant          | 1540 | 1586 | 1634 | 1683 | 1740 | 1796 |
| Data Processing Operator           | 1441 | 1484 | 1529 | 1575 | 1628 | 1681 |
| Data Processing Operator Trainee   | 1364 | 1405 | 1447 | 1490 | 1531 | 1575 |
| Drafting Worker                    | 1854 | 1910 | 1967 | 2026 | 2110 | 2188 |
| Electronic Equipment               | 1776 | 1829 | 1884 | 1941 | 2025 | 2098 |
| Electronic Equipment               | 1942 | 2000 | 2060 | 2122 | 2212 | 2295 |
| Installer/Repairer Leadworker      |      |      |      |      |      |      |
| Electronics Technician             | 2218 | 2285 | 2354 | 2425 | 2537 | 2647 |
| Emergency Response Lead            | 1942 | 2000 | 2060 | 2122 | 2212 | 2295 |
| Telecommunicator                   |      |      |      |      |      |      |
| Emergency Response                 | 1776 | 1829 | 1884 | 1941 | 2025 | 2098 |
| Telecommunicator                   |      |      |      |      |      |      |
| Engineering Technician II          | 2026 | 2087 | 2150 | 2215 | 2307 | 2406 |
| Engineering Technician III         | 2330 | 2400 | 2472 | 2546 | 2664 | 2785 |
| Executive Secretary I              | 1854 | 1910 | 1967 | 2026 | 2110 | 2188 |
| Graphic Arts Designer              | 2124 | 2188 | 2254 | 2322 | 2421 | 2522 |
| Graphic Arts Technician            | 1942 | 2000 | 2060 | 2122 | 2212 | 2295 |
| Industrial Commission Reporter     | 2330 | 2400 | 2472 | 2546 | 2664 | 2785 |
| Industrial Commission Technician   | 1854 | 1910 | 1967 | 2026 | 2110 | 2188 |
| Insurance Analyst I                | 1710 | 1761 | 1814 | 1868 | 1938 | 2014 |
| Insurance Analyst II               | 1942 | 2000 | 2060 | 2122 | 2212 | 2295 |
| Insurance Analyst Trainee          | 1592 | 1640 | 1689 | 1740 | 1799 | 1863 |
| Intermittent Clerk                 | 8-39 | 8-65 | 8-90 | 9-17 | 9-42 | 9-69 |
| Library Aide I                     | 1401 | 1443 | 1486 | 1531 | 1575 | 1628 |
| Library Aide II                    | 1490 | 1535 | 1581 | 1628 | 1683 | 1739 |
| Library Aide III                   | 1592 | 1640 | 1689 | 1740 | 1799 | 1863 |
| Library Technical Assistant        | 1776 | 1829 | 1884 | 1941 | 2025 | 2098 |
| Lottery Telemarketing              | 1710 | 1761 | 1814 | 1868 | 1938 | 2014 |
| Representative                     |      |      |      |      |      |      |
| Microfilm Laboratory Technician I  | 1592 | 1640 | 1689 | 1740 | 1799 | 1863 |
| Microfilm Laboratory Technician II | 1710 | 1761 | 1814 | 1868 | 1938 | 2014 |
| Microfilm Operator I               | 1441 | 1484 | 1529 | 1575 | 1628 | 1681 |
| Microfilm Operator II              | 1540 | 1586 | 1634 | 1683 | 1740 | 1796 |
| Microfilm Operator III             | 1647 | 1696 | 1747 | 1799 | 1868 | 1935 |
| Office Aide                        | 1364 | 1405 | 1447 | 1490 | 1531 | 1575 |
| Office Assistant                   | 1540 | 1586 | 1634 | 1683 | 1740 | 1796 |
| Office Associate                   | 1647 | 1696 | 1747 | 1799 | 1868 | 1935 |
| Office Clerk                       | 1441 | 1484 | 1529 | 1575 | 1628 | 1681 |
| Office Coordinator                 | 1710 | 1761 | 1814 | 1868 | 1938 | 2014 |
| Photographer I                     | 1854 | 1910 | 1967 | 2026 | 2110 | 2188 |
| Photographer II                    | 2124 | 2188 | 2254 | 2322 | 2421 | 2522 |
| Photographer III                   | 2218 | 2285 | 2354 | 2425 | 2537 | 2647 |
| Photographic Technician I          | 1854 | 1910 | 1967 | 2026 | 2110 | 2188 |
| Photographic Technician II         | 2124 | 2188 | 2254 | 2322 | 2421 | 2522 |
| Photographic Technician III        | 2218 | 2285 | 2354 | 2425 | 2537 | 2647 |
| Procurement Representative         | 1710 | 1761 | 1814 | 1868 | 1938 | 2014 |
| Property & Supply Clerk I          | 1441 | 1484 | 1529 | 1575 | 1625 | 1677 |

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF PROPOSED AMENDMENT

|                                     |      |      |      |      |      |      |
|-------------------------------------|------|------|------|------|------|------|
| Property & Supply Clerk II          | 1535 | 1581 | 1628 | 1677 | 1728 | 1792 |
| Property & Supply Clerk III         | 1647 | 1696 | 1747 | 1799 | 1868 | 1935 |
| Property Tax Examiner               | 1710 | 1761 | 1814 | 1868 | 1938 | 2014 |
| Rehabilitation Case Coordinator I   | 1592 | 1640 | 1689 | 1740 | 1799 | 1863 |
| Rehabilitation Case Coordinator II  | 1710 | 1761 | 1814 | 1868 | 1938 | 2014 |
| Reproduction Service Technician I   | 1490 | 1535 | 1581 | 1628 | 1683 | 1739 |
| Reproduction Service Technician II  | 1710 | 1761 | 1814 | 1868 | 1938 | 2014 |
| Reproduction Service Technician III | 1854 | 1910 | 1967 | 2026 | 2110 | 2188 |
| Safety Responsibility Analyst       | 1942 | 2000 | 2060 | 2122 | 2212 | 2295 |
| Storekeeper I                       | 1840 | 1895 | 1952 | 2011 | 2086 | 2170 |
| Storekeeper II                      | 1996 | 2056 | 2118 | 2182 | 2273 | 2363 |
| Storekeeper III                     | 2124 | 2188 | 2254 | 2322 | 2421 | 2522 |
| Stores Clerk                        | 1487 | 1532 | 1578 | 1625 | 1677 | 1727 |
| Switchboard Operator I              | 1490 | 1535 | 1581 | 1628 | 1683 | 1739 |
| Switchboard Operator II             | 1592 | 1640 | 1689 | 1740 | 1799 | 1863 |
| Telecommunications Field Advisor    | 2218 | 2285 | 2354 | 2425 | 2537 | 2647 |
| Telecommunications Field Advisor    | 2444 | 2517 | 2593 | 2671 | 2799 | 2928 |
| Lead Worker                         |      |      |      |      |      |      |
| Telecommunicator                    | 1942 | 2000 | 2060 | 2122 | 2212 | 2295 |
| Telecommunicator-Command Center     | 2026 | 2087 | 2150 | 2215 | 2307 | 2406 |
| Telecommunicator Call Taker         | 2026 | 2087 | 2150 | 2215 | 2307 | 2406 |
| Telecommunicator Lead Call          | 2218 | 2285 | 2354 | 2425 | 2537 | 2647 |
| Taker                               |      |      |      |      |      |      |
| Telecommunicator Lead               | 2444 | 2517 | 2593 | 2671 | 2799 | 2928 |
| Specialist                          |      |      |      |      |      |      |
| Telecommunicator Lead Worker        | 2124 | 2188 | 2254 | 2322 | 2421 | 2522 |
| Telecommunicator Lead               | 2218 | 2285 | 2354 | 2425 | 2537 | 2647 |
| Worker-Command Center               |      |      |      |      |      |      |
| Telecommunicator Specialist         | 2218 | 2285 | 2354 | 2425 | 2537 | 2647 |
| Telecommunicator                    | 1776 | 1829 | 1884 | 1941 | 2025 | 2098 |
| Trainee                             |      |      |      |      |      |      |
| Vehicle Permit Evaluator            | 1854 | 1910 | 1967 | 2026 | 2110 | 2188 |
| Veterans Service Officer            | 1854 | 1910 | 1967 | 2026 | 2110 | 2188 |
| Associate                           |      |      |      |      |      |      |
| Account Clerk I                     |      |      |      |      |      |      |
| Account Clerk II                    |      |      |      |      |      |      |
| Account Technician I                |      |      |      |      |      |      |
| Account Technician II               |      |      |      |      |      |      |
| Administrative Services Worker      |      |      |      |      |      |      |
| Trainee                             |      |      |      |      |      |      |
| Aircraft Dispatcher                 |      |      |      |      |      |      |
| Aircraft Lead Dispatcher            |      |      |      |      |      |      |
| Audio Visual Technician I           |      |      |      |      |      |      |
| Audio Visual Technician II          |      |      |      |      |      |      |

S T E P S (cont.)

|      |      |      |      |
|------|------|------|------|
| 4    | 5    | 6    | 7    |
| 1794 | 1847 | 1901 | 1995 |
| 1926 | 1989 | 2055 | 2165 |
| 2178 | 2255 | 2336 | 2466 |
| 2391 | 2477 | 2572 | 2715 |
| 1627 | 1674 | 1720 | 1799 |
| 2391 | 2477 | 2572 | 2715 |
| 2636 | 2736 | 2842 | 3007 |
| 1858 | 1916 | 1978 | 2078 |
| 2086 | 2164 | 2238 | 2356 |



## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

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|  |       |       |       |       |
|--|-------|-------|-------|-------|
| Buyer Assistant                                    | 2178  | 2255  | 2336  | 2466  |
| Check Issuance Machine Operator                    | 2086  | 2164  | 2238  | 2356  |
| Clerical Trainee                                   | TR    |       |       |       |
| Communication Dispatcher                           | 2086  | 2164  | 2238  | 2356  |
| Communication Equipment Technician I               | 3051  | 3175  | 3304  | 3501  |
| Communication Equipment Technician II              | 3417  | 3561  | 3710  | 3934  |
| Communication Equipment Technician III             | 3611  | 3767  | 3922  | 4162  |
| Court Reporter                                     | 2755  | 2868  | 2975  | 3152  |
| Data Processing Assistant                          | 1858  | 1916  | 1978  | 2078  |
| Data Processing Operator                           | 1728  | 1787  | 1835  | 1930  |
| Data Processing Operator Trainee                   | 1627  | 1674  | 1720  | 1799  |
| Drafting Worker                                    | 2277  | 2362  | 2442  | 2579  |
| Electronic Equipment Installer/Repairer            | 2178  | 2255  | 2336  | 2466  |
| Electronic Equipment Installer/Repairer Leadworker | 2391  | 2477  | 2572  | 2715  |
| Electronics Technician                             | 2755  | 2868  | 2975  | 3152  |
| Emergency Response Lead                            | 2391  | 2477  | 2572  | 2715  |
| Telecommunicator                                   | 2178  | 2255  | 2336  | 2466  |
| Emergency Response Telecommunicator                | 2504  | 2598  | 2698  | 2851  |
| Engineering Technician II                          | 2902  | 3022  | 3144  | 3329  |
| Engineering Technician III                         | 2277  | 2362  | 2442  | 2579  |
| Executive Secretary I                              | 2636  | 2736  | 2842  | 3007  |
| Graphic Arts Designer                              | 2391  | 2477  | 2572  | 2715  |
| Graphic Arts Technician                            | 2902  | 3022  | 3144  | 3329  |
| Industrial Commission Reporter                     | 2277  | 2362  | 2442  | 2579  |
| Industrial Commission Technician                   | 2086  | 2164  | 2238  | 2356  |
| Insurance Analyst I                                | 2391  | 2477  | 2572  | 2715  |
| Insurance Analyst II                               | 1926  | 1989  | 2055  | 2165  |
| Insurance Analyst Trainee                          | 10.01 | 10.30 | 10.58 | 11.07 |
| Intermittent Clerk                                 | 1677  | 1724  | 1774  | 1865  |
| Library Aide I                                     | 1794  | 1847  | 1901  | 1995  |
| Library Aide II                                    | 1926  | 1989  | 2055  | 2165  |
| Library Aide III                                   | 2178  | 2255  | 2336  | 2466  |
| Library Technical Assistant                        | 2086  | 2164  | 2238  | 2356  |
| Lottery Telemarketing Representative               | 1926  | 1989  | 2055  | 2165  |
| Microfilm Laboratory Technician I                  | 1728  | 1787  | 1835  | 1930  |
| Microfilm Laboratory Technician II                 | 1858  | 1916  | 1978  | 2078  |
| Microfilm Operator I                               | 2009  | 2073  | 2144  | 2258  |
| Microfilm Operator II                              | 1627  | 1674  | 1720  | 1799  |
| Microfilm Operator III                             | 1858  | 1916  | 1978  | 2078  |
| Office Aide  | 2009  | 2073  | 2144  | 2258  |
| Office Assistant                                   | 1858  | 1916  | 1978  | 2078  |
| Office Associate                                   | 2009  | 2073  | 2144  | 2258  |

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF PROPOSED AMENDMENT

|  |      |      |      |      |
|--|------|------|------|------|
| Office Clerk                                 | 1728 | 1787 | 1835 | 1930 |
| Office Coordinator                           | 2086 | 2164 | 2238 | 2356 |
| Photographer I                               | 2277 | 2362 | 2442 | 2579 |
| Photographer II                              | 2636 | 2736 | 2842 | 3007 |
| Photographer III                             | 2755 | 2868 | 2975 | 3152 |
| Photographic Technician I                    | 2277 | 2362 | 2442 | 2579 |
| Photographic Technician II                   | 2636 | 2736 | 2842 | 3007 |
| Photographic Technician III                  | 2755 | 2868 | 2975 | 3152 |
| Procurement Representative                   | 2086 | 2164 | 2238 | 2356 |
| Property & Supply Clerk I                    | 1726 | 1774 | 1829 | 1923 |
| Property & Supply Clerk II                   | 1846 | 1901 | 1961 | 2056 |
| Property & Supply Clerk III                  | 2009 | 2073 | 2144 | 2258 |
| Property Tax Examiner                        | 2086 | 2164 | 2238 | 2356 |
| Rehabilitation Case Coordinator I            | 1926 | 1989 | 2055 | 2165 |
| Rehabilitation Case Coordinator II           | 2086 | 2164 | 2238 | 2356 |
| Reproduction Service Technician I            | 1794 | 1847 | 1901 | 1995 |
| Reproduction Service Technician II           | 2086 | 2164 | 2238 | 2356 |
| Reproduction Service Technician III          | 2277 | 2362 | 2442 | 2579 |
| Safety Responsibility Analyst                | 2391 | 2477 | 2572 | 2715 |
| Storekeeper I                                | 2246 | 2335 | 2410 | 2540 |
| Storekeeper II                               | 2460 | 2550 | 2636 | 2785 |
| Storekeeper III                              | 2636 | 2736 | 2842 | 3007 |
| Stores Clerk                                 | 1783 | 1839 | 1891 | 1987 |
| Switchboard Operator I                       | 1794 | 1847 | 1901 | 1995 |
| Switchboard Operator II                      | 1926 | 1989 | 2055 | 2165 |
| Telecommunications Field Advisor             | 2755 | 2868 | 2975 | 3152 |
| Telecommunications Field Advisor Lead Worker | 3051 | 3175 | 3304 | 3501 |
| Telecommunicator                             | 2391 | 2477 | 2572 | 2715 |
| Telecommunicator-Command Center              | 2504 | 2598 | 2698 | 2851 |
| Telecommunicator Call Taker                  | 2504 | 2598 | 2698 | 2851 |
| Telecommunicator Lead Call Taker             | 2755 | 2868 | 2975 | 3152 |
| Telecommunicator Lead                        | 3051 | 3175 | 3304 | 3501 |
| Specialist                                   | 2636 | 2736 | 2842 | 3007 |
| Telecommunicator Lead Worker                 | 2755 | 2868 | 2975 | 3152 |
| Telecommunicator Lead                        | 2755 | 2868 | 2975 | 3152 |
| Worker-Command Center                        | 2755 | 2868 | 2975 | 3152 |
| Telecommunicator Specialist                  | 2755 | 2868 | 2975 | 3152 |
| Telecommunicator Trainee                     | 2178 | 2255 | 2336 | 2466 |
| Vehicle Permit Evaluator                     | 2277 | 2362 | 2442 | 2579 |
| Veterans Service Officer Associate           | 2277 | 2362 | 2442 | 2579 |

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Effective: July 1, 1999



## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF PROPOSED AMENDMENT

|                          |   | S T E P S |      |      |      |      |      |
|--------------------------|---|-----------|------|------|------|------|------|
|                          |   | lc        | lb   | la   | 1    | 2    | 3    |
| Account Clerk I          | Account Clerk I                         | 1535      | 1581 | 1628 | 1677 | 1733 | 1791 |
|                          | Account Clerk II                        | 1640      | 1689 | 1740 | 1792 | 1853 | 1919 |
|                          | Account Technician I                    | 1829      | 1884 | 1941 | 1999 | 2086 | 2161 |
|                          | Account Technician II                   | 2000      | 2060 | 2122 | 2186 | 2278 | 2364 |
|                          | Administrative Services                 | 1405      | 1447 | 1490 | 1535 | 1577 | 1622 |
|                          | Worker Trainee                          |           |      |      |      |      |      |
|                          | Aircraft Dispatcher                     | 2000      | 2060 | 2122 | 2186 | 2278 | 2364 |
|                          | Aircraft Lead Dispatcher                | 2188      | 2254 | 2322 | 2392 | 2494 | 2598 |
|                          | Audio Visual Technician I               | 1586      | 1634 | 1683 | 1733 | 1792 | 1850 |
|                          | Audio Visual Technician II              | 1761      | 1814 | 1868 | 1924 | 1996 | 2074 |
| Buyer Assistant          | Buyer Assistant                         | 1829      | 1884 | 1941 | 1999 | 2086 | 2161 |
|                          | Check Issuance Machine Operator         | 1761      | 1814 | 1868 | 1924 | 1996 | 2074 |
|                          | Clerical Trainee                        | TR        |      |      |      |      |      |
|                          | Communication Dispatcher                | 1761      | 1814 | 1868 | 1924 | 1996 | 2074 |
|                          | Communication Equipment Technician      | 2517      | 2593 | 2671 | 2751 | 2883 | 3016 |
|                          | Communication Equipment Technician I    |           |      |      |      |      |      |
|                          | Communication Equipment Technician II   | 2797      | 2881 | 2967 | 3056 | 3213 | 3363 |
|                          | Communication Equipment Technician III  | 2956      | 3045 | 3136 | 3230 | 3392 | 3551 |
|                          | Court Reporter                          | 2285      | 2354 | 2425 | 2498 | 2613 | 2726 |
|                          | Data Processing Assistant               | 1586      | 1634 | 1683 | 1733 | 1792 | 1850 |
| Data Processing Operator | Data Processing Operator                | 1484      | 1529 | 1575 | 1622 | 1677 | 1731 |
|                          | Data Processing Operator Trainee        | 1405      | 1447 | 1490 | 1535 | 1577 | 1622 |
|                          | Drafting Worker                         | 1910      | 1967 | 2026 | 2087 | 2173 | 2254 |
|                          | Electronic Equipment Installer/Repairer | 1829      | 1884 | 1941 | 1999 | 2086 | 2161 |
|                          | Electronic Equipment                    | 2000      | 2060 | 2122 | 2186 | 2278 | 2364 |
|                          | Installer/Repairer Leadworker           |           |      |      |      |      |      |
|                          | Electronics Technician                  | 2285      | 2354 | 2425 | 2498 | 2613 | 2726 |
|                          | Emergency Response Lead                 | 2000      | 2060 | 2122 | 2186 | 2278 | 2364 |
|                          | Telecommunicator                        |           |      |      |      |      |      |
|                          | Emergency Response                      | 1829      | 1884 | 1941 | 1999 | 2086 | 2161 |
| Telecommunicator         | Telecommunicator                        |           |      |      |      |      |      |
|                          | Engineering Technician I                | 2087      | 2150 | 2215 | 2281 | 2376 | 2478 |
|                          | Engineering Technician II               | 2400      | 2472 | 2546 | 2622 | 2744 | 2869 |
|                          | Engineering Technician III              | 1910      | 1967 | 2026 | 2087 | 2173 | 2254 |
|                          | Executive Secretary I                   | 2188      | 2254 | 2322 | 2392 | 2494 | 2598 |
|                          | Graphic Arts Designer                   | 2000      | 2060 | 2122 | 2186 | 2278 | 2364 |
|                          | Graphic Arts Technician                 | 2400      | 2472 | 2546 | 2622 | 2744 | 2869 |
|                          | Industrial Commission Reporter          | 1910      | 1967 | 2026 | 2087 | 2173 | 2254 |
|                          | Industrial Commission Technician        | 1761      | 1814 | 1868 | 1924 | 1996 | 2074 |
|                          | Insurance Analyst I                     | 2000      | 2060 | 2122 | 2186 | 2278 | 2364 |
| Insurance Analyst II     | Insurance Analyst II                    | 1640      | 1689 | 1740 | 1792 | 1853 | 1919 |
|                          | Insurance Analyst Trainee               | 8.65      | 8.90 | 9.17 | 9.45 | 9.70 | 9.98 |
|                          | Intermittent Clerk                      |           |      |      |      |      |      |
|                          | Library Aide I                          | 1443      | 1486 | 1531 | 1577 | 1622 | 1677 |

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF PROPOSED AMENDMENT

|  |      |      |      |      |      |      |
|--|------|------|------|------|------|------|
| Library Aide II                              | 1535 | 1581 | 1628 | 1677 | 1733 | 1791 |
| Library Aide III                             | 1640 | 1689 | 1740 | 1792 | 1853 | 1919 |
| Library Technical Assistant                  | 1829 | 1884 | 1941 | 1999 | 2086 | 2161 |
| Lottery Telemarketing Representative         | 1761 | 1814 | 1868 | 1924 | 1996 | 2074 |
| Microfilm Laboratory Technician I            | 1640 | 1689 | 1740 | 1792 | 1853 | 1919 |
| Microfilm Laboratory Technician II           | 1761 | 1814 | 1868 | 1924 | 1996 | 2074 |
| Microfilm Operator I                         | 1484 | 1529 | 1575 | 1622 | 1677 | 1731 |
| Microfilm Operator II                        | 1586 | 1634 | 1683 | 1733 | 1792 | 1850 |
| Microfilm Operator III                       | 1696 | 1747 | 1799 | 1853 | 1924 | 1993 |
| Office Aide                                  | 1405 | 1447 | 1490 | 1535 | 1577 | 1622 |
| Office Assistant                             | 1586 | 1634 | 1683 | 1733 | 1792 | 1850 |
| Office Associate                             | 1696 | 1747 | 1799 | 1853 | 1924 | 1993 |
| Office Clerk                                 | 1484 | 1529 | 1575 | 1622 | 1677 | 1731 |
| Office Coordinator                           | 1761 | 1814 | 1868 | 1924 | 1996 | 2074 |
| Photographer I                               | 1910 | 1967 | 2026 | 2087 | 2173 | 2254 |
| Photographer II                              | 2188 | 2254 | 2322 | 2392 | 2494 | 2598 |
| Photographer III                             | 2285 | 2354 | 2425 | 2498 | 2613 | 2726 |
| Photographic Technician I                    | 1910 | 1967 | 2026 | 2087 | 2173 | 2254 |
| Photographic Technician II                   | 2188 | 2254 | 2322 | 2392 | 2494 | 2598 |
| Photographic Technician III                  | 2285 | 2354 | 2425 | 2498 | 2613 | 2726 |
| Procurement Representative                   | 1761 | 1814 | 1868 | 1924 | 1996 | 2074 |
| Property & Supply Clerk I                    | 1484 | 1529 | 1575 | 1622 | 1674 | 1727 |
| Property & Supply Clerk II                   | 1581 | 1628 | 1677 | 1727 | 1780 | 1846 |
| Property & Supply Clerk III                  | 1696 | 1747 | 1799 | 1853 | 1924 | 1993 |
| Property Tax Examiner                        | 1761 | 1814 | 1868 | 1924 | 1996 | 2074 |
| Rehabilitation Case Coordinator I            | 1640 | 1689 | 1740 | 1792 | 1853 | 1919 |
| Rehabilitation Case Coordinator II           | 1761 | 1814 | 1868 | 1924 | 1996 | 2074 |
| Reproduction Service Technician I            | 1535 | 1581 | 1628 | 1677 | 1733 | 1791 |
| Reproduction Service Technician II           | 1761 | 1814 | 1868 | 1924 | 1996 | 2074 |
| Reproduction Service Technician III          | 1910 | 1967 | 2026 | 2087 | 2173 | 2254 |
| Safety Responsibility Analyst                | 2000 | 2060 | 2122 | 2186 | 2278 | 2364 |
| Storekeeper I                                | 1895 | 1952 | 2011 | 2071 | 2149 | 2235 |
| Storekeeper II                               | 2056 | 2118 | 2182 | 2247 | 2341 | 2434 |
| Storekeeper III                              | 2188 | 2254 | 2322 | 2392 | 2494 | 2598 |
| Stores Clerk                                 | 1532 | 1578 | 1625 | 1674 | 1727 | 1779 |
| Switchboard Operator I                       | 1535 | 1581 | 1628 | 1677 | 1733 | 1791 |
| Switchboard Operator II                      | 1640 | 1689 | 1740 | 1792 | 1853 | 1919 |
| Telecommunications-Field-Advisor             | 2285 | 2354 | 2425 | 2498 | 2613 | 2726 |
| Telecommunications-Field-Advisor Lead-Worker | 2517 | 2593 | 2671 | 2751 | 2883 | 3016 |
| Telecommunicator                             | 2000 | 2060 | 2122 | 2186 | 2278 | 2364 |
| Telecommunicator-Command Center              | 2087 | 2150 | 2215 | 2281 | 2376 | 2478 |
| Telecommunicator Call Taker                  | 2188 | 2254 | 2322 | 2392 | 2494 | 2598 |
| Telecommunicator Lead Call Taker             | 2285 | 2354 | 2425 | 2498 | 2613 | 2726 |
| Telecommunicator Lead Specialist             | 2517 | 2593 | 2671 | 2751 | 2883 | 3016 |





## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF PROPOSED AMENDMENT

**Head-Worker**

|   |      |      |      |      |
|---|------|------|------|------|
| Telecommunicator                            | 2463 | 2551 | 2649 | 2796 |
| Telecommunicator-Command Center             | 2579 | 2676 | 2779 | 2937 |
| Telecommunicator Call Taker                 | 2715 | 2818 | 2927 | 3097 |
| Telecommunicator Lead Call Taker            | 2838 | 2954 | 3064 | 3247 |
| Telecommunicator Lead Specialist            | 3143 | 3270 | 3403 | 3606 |
| Telecommunicator Lead Worker                | 2715 | 2818 | 2927 | 3097 |
| Telecommunicator Lead Worker-Command Center | 2838 | 2954 | 3064 | 3247 |
| Telecommunicator Specialist                 | 2838 | 2954 | 3064 | 3247 |
| Telecommunicator Trainee                    | 2243 | 2323 | 2406 | 2540 |
| Vehicle Permit Evaluator                    | 2345 | 2433 | 2515 | 2656 |
| Veterans Service Officer Associate          | 2345 | 2433 | 2515 | 2656 |

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

## Maximum Security Institutions Schedule

Effective: July 1, 1999

## S T E P S

|  |      |      |      |      |      |      |
|--|------|------|------|------|------|------|
|  | 1c   | 1b   | 1a   | 1    | 2    | 3    |
| Account Clerk I                        | 1633 | 1680 | 1728 | 1779 | 1836 | 1896 |
| Account Clerk II                       | 1741 | 1791 | 1844 | 1897 | 1960 | 2028 |
| Account Technician I                   | 1935 | 1992 | 2051 | 2110 | 2200 | 2277 |
| Account Technician II                  | 2112 | 2173 | 2237 | 2303 | 2398 | 2486 |
| Administrative Services Worker Trainee | 1499 | 1542 | 1586 | 1633 | 1676 | 1722 |
| Aircraft Dispatcher                    | 2112 | 2173 | 2237 | 2303 | 2398 | 2486 |
| Aircraft Lead                          | 2305 | 2373 | 2443 | 2515 | 2620 | 2727 |
| Dispatcher                             | 1685 | 1735 | 1785 | 1836 | 1897 | 1957 |
| Audio Visual Technician I              | 1865 | 1920 | 1976 | 2033 | 2107 | 2188 |
| Audio Visual Technician II             | 1935 | 1992 | 2051 | 2110 | 2200 | 2277 |
| Buyer Assistant                        | 1865 | 1920 | 1976 | 2033 | 2107 | 2188 |
| Check Issuance Machine operator        | TR   |      |      |      |      |      |
| Clerical Trainee                       | 1865 | 1920 | 1976 | 2033 | 2107 | 2188 |
| Communication Dispatcher               | 2644 | 2722 | 2803 | 2885 | 3021 | 3158 |
| Communication Equipment Technician I   | 2932 | 3019 | 3108 | 3199 | 3361 | 3515 |
| Communication Equipment Technician II  | 3096 | 3188 | 3282 | 3378 | 3545 | 3709 |
| Communication Equipment Technician III |      |      |      |      |      |      |

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF PROPOSED AMENDMENT

|  |      |      |      |       |       |       |
|--|------|------|------|-------|-------|-------|
| Court Reporter                                     | 2405 | 2476 | 2549 | 2624  | 2743  | 2859  |
| Data Processing Assistant                          | 1685 | 1735 | 1785 | 1836  | 1897  | 1957  |
| Data Processing Operator                           | 1580 | 1626 | 1674 | 1722  | 1779  | 1834  |
| Data Processing Operator Trainee                   | 1499 | 1542 | 1586 | 1633  | 1676  | 1722  |
| Drafting Worker                                    | 2019 | 2078 | 2138 | 2201  | 2290  | 2373  |
| Electronic Equipment Installer/Repairer Leadworker | 1935 | 1992 | 2051 | 2110  | 2200  | 2277  |
| Electronic Equipment Installer/Repairer Leadworker | 2112 | 2173 | 2237 | 2303  | 2398  | 2486  |
| Electronics Technician                             | 2405 | 2476 | 2549 | 2624  | 2743  | 2859  |
| Emergency Response Lead Telecommunicator           | 2112 | 2173 | 2237 | 2303  | 2398  | 2486  |
| Emergency Response Telecommunicator                | 1935 | 1992 | 2051 | 2110  | 2200  | 2277  |
| Engineering Technician II                          | 2201 | 2266 | 2333 | 2401  | 2499  | 2604  |
| Engineering Technician III                         | 2524 | 2598 | 2674 | 2752  | 2878  | 3007  |
| Executive Secretary I                              | 2019 | 2078 | 2138 | 2201  | 2290  | 2373  |
| Graphic Arts Designer                              | 2305 | 2373 | 2443 | 2515  | 2620  | 2727  |
| Graphic Arts Technician                            | 2112 | 2173 | 2237 | 2303  | 2398  | 2486  |
| Industrial Commission Reporter                     | 2524 | 2598 | 2674 | 2752  | 2878  | 3007  |
| Industrial Commission Technician                   | 2019 | 2078 | 2138 | 2201  | 2290  | 2373  |
| Insurance Analyst I                                | 1865 | 1920 | 1976 | 2033  | 2107  | 2188  |
| Insurance Analyst II                               | 2112 | 2173 | 2237 | 2303  | 2398  | 2486  |
| Insurance Analyst Trainee                          | 1741 | 1791 | 1844 | 1897  | 1960  | 2028  |
| Intermittent Clerk (Hourly)                        | 9.22 | 9.49 | 9.76 | 10.05 | 10.31 | 10.60 |
| Library Aide I                                     | 1538 | 1582 | 1628 | 1676  | 1722  | 1779  |
| Library Aide II                                    | 1633 | 1680 | 1728 | 1779  | 1836  | 1896  |
| Library Aide III                                   | 1741 | 1791 | 1844 | 1897  | 1960  | 2028  |
| Library Technical Assistant                        | 1935 | 1992 | 2051 | 2110  | 2200  | 2277  |
| Lottery Telemarketing Representative               | 1865 | 1920 | 1976 | 2033  | 2107  | 2188  |
| Microfilm Laboratory Technician I                  | 1741 | 191  | 1844 | 1897  | 1960  | 2028  |
| Microfilm Laboratory Technician II                 | 1865 | 1920 | 1976 | 2033  | 2107  | 2188  |
| Microfilm Operator I                               | 1580 | 1626 | 1674 | 1722  | 1779  | 1834  |
| Microfilm Operator II                              | 1685 | 1735 | 1785 | 1836  | 1897  | 1957  |
| Microfilm Operator III                             | 1798 | 1851 | 1904 | 1960  | 2033  | 2104  |
| Office Aide  | 1499 | 1542 | 1586 | 1633  | 1676  | 1722  |
| Office Assistant                                   | 1685 | 1735 | 1785 | 1836  | 1897  | 1957  |
| Office Associate                                   | 1798 | 1851 | 1904 | 1960  | 2033  | 2104  |
| Office Clerk                                       | 1580 | 1626 | 1674 | 1722  | 1779  | 1834  |



## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF PROPOSED AMENDMENT

|                                     |      |      |      |      |      |      |
|-------------------------------------|------|------|------|------|------|------|
| Office Coordinator                  | 1865 | 1920 | 1976 | 2033 | 2107 | 2188 |
| Photographer I                      | 2019 | 2078 | 2138 | 2201 | 2290 | 2373 |
| Photographer II                     | 2305 | 2373 | 2443 | 2515 | 2620 | 2727 |
| Photographer III                    | 2405 | 2476 | 2549 | 2624 | 2743 | 2859 |
| Photographic Technician I           | 2019 | 2078 | 2138 | 2201 | 2290 | 2373 |
| Photographic Technician II          | 2305 | 2373 | 2443 | 2515 | 2620 | 2727 |
| Photographic Technician III         | 2405 | 2476 | 2549 | 2624 | 2743 | 2859 |
| Procurement Representative          | 1865 | 1920 | 1976 | 2033 | 2107 | 2188 |
| Property & Supply Clerk I           | 1580 | 1626 | 1674 | 1722 | 1776 | 1830 |
| Property & Supply Clerk II          | 1680 | 1728 | 1779 | 1830 | 1885 | 1953 |
| Property & Supply Clerk III         | 1798 | 1851 | 1904 | 1960 | 2033 | 2104 |
| Property Tax Examiner               | 1865 | 1920 | 1976 | 2033 | 2107 | 2188 |
| Rehabilitation Case Coordinator I   | 1741 | 1791 | 1844 | 1897 | 1960 | 2028 |
| Rehabilitation Case Coordinator II  | 1865 | 1920 | 1976 | 2033 | 2107 | 2188 |
| Reproduction Service Technician I   | 1633 | 1680 | 1728 | 1779 | 1836 | 1896 |
| Reproduction Service Technician II  | 1865 | 1920 | 1976 | 2033 | 2107 | 2188 |
| Reproduction Service Technician III | 2019 | 2078 | 2138 | 2201 | 2290 | 2373 |
| Safety Responsibility Analyst       | 2112 | 2173 | 2237 | 2303 | 2398 | 2486 |
| Storekeeper I                       | 2003 | 2062 | 2123 | 2185 | 2265 | 2354 |
| Storekeeper II                      | 2169 | 2233 | 2299 | 2366 | 2463 | 2559 |
| Storekeeper III                     | 2305 | 2373 | 2443 | 2515 | 2620 | 2727 |
| Stores Clerk                        | 1629 | 1677 | 1725 | 1776 | 1830 | 1884 |
| Switchboard Operator I              | 1633 | 1680 | 1728 | 1779 | 1836 | 1896 |
| Switchboard Operator II             | 1741 | 1791 | 1844 | 1897 | 1960 | 2028 |
| Telecommunications Field            | 2405 | 2476 | 2549 | 2624 | 2743 | 2859 |
| Telecommunications Field            | 2644 | 2722 | 2803 | 2885 | 3021 | 3158 |
| Telecommunications Field            | 2112 | 2173 | 2237 | 2303 | 2398 | 2486 |
| Telecommunications Field            | 2201 | 2266 | 2333 | 2401 | 2499 | 2604 |
| Telecommunications Field            | 2305 | 2373 | 2443 | 2515 | 2620 | 2727 |
| Telecommunications Field            | 2405 | 2476 | 2549 | 2624 | 2743 | 2859 |
| Telecommunications Field            | 2644 | 2722 | 2803 | 2885 | 3021 | 3158 |
| Telecommunications Field            | 2305 | 2373 | 2443 | 2515 | 2602 | 2727 |
| Telecommunications Field            | 2405 | 2476 | 2549 | 2624 | 2743 | 2859 |
| Telecommunications Field            | 2405 | 2476 | 2549 | 2624 | 2743 | 2859 |

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF PROPOSED AMENDMENT

|                                    |       |       |       |       |      |      |
|------------------------------------|-------|-------|-------|-------|------|------|
| Telecommunicator Trainee           | 1935  | 1992  | 2051  | 2110  | 2200 | 2277 |
| Vehicle Permit Evaluator           | 2019  | 2078  | 2138  | 2201  | 2290 | 2373 |
| Veterans Service Officer Associate | 2019  | 2078  | 2138  | 2201  | 2290 | 2373 |
| S T E P S (cont.)                  |       |       |       |       |      |      |
|                                    | 4     | 5     | 6     | 7     |      |      |
|                                    | 1955  | 2011  | 2068  | 2168  |      |      |
|                                    | 2095  | 2162  | 2232  | 2348  |      |      |
|                                    | 2362  | 2444  | 2530  | 2668  |      |      |
|                                    | 2588  | 2679  | 2780  | 2931  |      |      |
|                                    | 1778  | 1827  | 1877  | 1960  |      |      |
|                                    | 2588  | 2679  | 2780  | 2931  |      |      |
|                                    | 2848  | 2954  | 3066  | 3241  |      |      |
|                                    | 2023  | 2084  | 2150  | 2256  |      |      |
|                                    | 2265  | 2347  | 2426  | 2551  |      |      |
|                                    | 2362  | 2444  | 2530  | 2668  |      |      |
|                                    | 2265  | 2347  | 2426  | 2551  |      |      |
|                                    | 3289  | 3420  | 3557  | 3766  |      |      |
|                                    | 3677  | 3830  | 3987  | 4225  |      |      |
|                                    | 3882  | 4048  | 4213  | 4467  |      |      |
|                                    | 2975  | 3094  | 3207  | 3396  |      |      |
|                                    | 2023  | 2084  | 2150  | 2256  |      |      |
|                                    | 1885  | 1948  | 1998  | 2099  |      |      |
|                                    | 1778  | 1827  | 1877  | 1960  |      |      |
|                                    | 2467  | 2557  | 2642  | 2787  |      |      |
|                                    | 2362  | 2444  | 2530  | 2668  |      |      |
|                                    | 2588  | 2679  | 2780  | 2931  |      |      |
|                                    | 2975  | 3094  | 3207  | 3396  |      |      |
|                                    | 2588  | 2679  | 2780  | 2931  |      |      |
|                                    | 2362  | 2444  | 2530  | 2668  |      |      |
|                                    | 2708  | 2808  | 2914  | 3077  |      |      |
|                                    | 3130  | 3258  | 3387  | 3583  |      |      |
|                                    | 2467  | 2557  | 2642  | 2787  |      |      |
|                                    | 2848  | 2954  | 3066  | 3241  |      |      |
|                                    | 2588  | 2679  | 2780  | 2931  |      |      |
|                                    | 3130  | 3258  | 3387  | 3583  |      |      |
|                                    | 2467  | 2557  | 2642  | 2787  |      |      |
|                                    | 2265  | 2347  | 2426  | 2551  |      |      |
|                                    | 2588  | 2679  | 2780  | 2931  |      |      |
|                                    | 2095  | 2162  | 2232  | 2348  |      |      |
|                                    | 10.94 | 11.24 | 11.55 | 12.06 |      |      |
|                                    | 1830  | 1881  | 1933  | 2030  |      |      |
|                                    | 1955  | 2011  | 2068  | 2168  |      |      |
|                                    | 2095  | 2162  | 2232  | 2348  |      |      |
|                                    | 2362  | 2444  | 2530  | 2668  |      |      |
|                                    | 2265  | 2347  | 2426  | 2551  |      |      |

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PROPOSED AMENDMENT

NOTICE OF PROPOSED AMENDMENT

|      |      |      |      |
|------|------|------|------|
| 2095 | 2162 | 2232 | 2348 |
| 2265 | 2347 | 2426 | 2551 |
| 1885 | 1948 | 1998 | 2099 |
| 2023 | 2084 | 2150 | 2256 |
| 2183 | 2251 | 2326 | 2447 |
| 1778 | 1827 | 1877 | 1960 |
| 2023 | 2084 | 2150 | 2256 |
| 2183 | 2251 | 2326 | 2447 |
| 1885 | 1948 | 1998 | 2099 |
| 2265 | 2347 | 2426 | 2551 |
| 2467 | 2557 | 2642 | 2787 |
| 2848 | 2954 | 3066 | 3241 |
| 2975 | 3094 | 3207 | 3396 |
| 2848 | 2954 | 3066 | 3241 |
| 2975 | 3094 | 3207 | 3396 |
| 2265 | 2347 | 2426 | 2551 |
| 1883 | 1933 | 1992 | 2092 |
| 2010 | 2068 | 2132 | 2233 |
| 2183 | 2251 | 2326 | 2447 |
| 2265 | 2347 | 2426 | 2551 |
| 2095 | 2162 | 2232 | 2348 |
| 2265 | 2347 | 2426 | 2551 |
| 1955 | 2011 | 2068 | 2168 |
| 2265 | 2347 | 2426 | 2551 |
| 2467 | 2557 | 2642 | 2787 |
| 2588 | 2679 | 2780 | 2931 |
| 2434 | 2529 | 2608 | 2746 |
| 2662 | 2757 | 2848 | 3007 |
| 2848 | 2954 | 3066 | 3241 |
| 1943 | 2002 | 2058 | 2160 |
| 1955 | 2011 | 2068 | 2168 |
| 2095 | 2162 | 2232 | 2348 |
| 2975 | 3094 | 3207 | 3396 |
| 3289 | 3420 | 3557 | 3766 |
| 2588 | 2679 | 2780 | 2931 |
| 2708 | 2808 | 2914 | 3077 |
| 2848 | 2954 | 3066 | 3241 |
| 2975 | 3094 | 3207 | 3396 |
| 3289 | 3420 | 3557 | 3766 |
| 2848 | 2954 | 3066 | 3241 |
| 2975 | 3094 | 3207 | 3396 |
| 2975 | 3094 | 3207 | 3396 |
| 2362 | 2444 | 2530 | 2668 |
| 2467 | 2557 | 2642 | 2787 |
| 2467 | 2557 | 2642 | 2787 |



## COURT OF CLAIMS

## NOTICE OF PROPOSED AMENDMENT

1) Heading of the Part: Court of Claims Regulations

2) Code Citation: 74 Ill. Adm. Code 790

3) Section Numbers: Proposed Action:

|         |             |
|---------|-------------|
| 790.10  | Amendment   |
| 790.20  | Amendment   |
| 790.25  | New Section |
| 790.40  | Amendment   |
| 790.50  | Amendment   |
| 790.55  | New Section |
| 790.60  | Amendment   |
| 790.90  | Amendment   |
| 790.100 | Amendment   |
| 790.110 | Amendment   |
| 790.155 | New Section |
| 790.160 | Amendment   |
| 790.170 | Amendment   |
| 790.180 | Amendment   |
| 790.200 | Amendment   |
| 790.210 | Amendment   |
| 790.220 | Amendment   |
| 790.240 | Repealed    |
| 790.270 | Amendment   |

4) Statutory Authority: Implementing and authorized by the Court of Claims Act [705 ILCS 505]

5) A. Complete Description of the Subjects and Issues Involved: The Part, which governs the procedures by which cases proceed in the Court of Claims, is being revised to update statutory references caused by the codification of the Court of Claims Act in the Illinois Compiled Statutes, to reflect statutory changes, and to update practices and procedures of the Court of Claims. The proposed amendments reflect the statutory changes concerning the times of meeting and fees to be charged for filing. The proposed amendments change the requirements for pleadings and motions, the discovery process, and the issuance of subpoenas.

6) Will this rulemaking replace any emergency rulemaking currently in effect?  
No

7) Does this rulemaking contain an automatic repeal date? No

8) Does this rulemaking contain incorporations by reference? No

9) Are there any other proposed rulemakings pending on this Part? No

10) Statement of Statewide Policy Objectives: This rulemaking will not require

## COURT OF CLAIMS

## NOTICE OF PROPOSED AMENDMENT

a local government to establish, expand or modify its activities in such a way as to necessitate additional expenditures from local revenues.

11) Time, Place and Manner in which interested persons may comment on this proposed rulemaking: Persons who wish to comment on this proposed rulemaking may submit written comments no later than 45 days after the publication to this notice to:

Andrew M. Raucci  
Chief Justice  
Court of Claims  
630 South College  
Springfield, Illinois 62756  
217/782-0111

12) Initial Regulatory Flexibility Analysis:

A) Types of small businesses, small municipalities and not for profit corporations affected: These amendments will affect any person with a claim in the Court of Claims.

B) Reporting, bookkeeping or other procedures required for compliance:  
None

C) Types of professional skills necessary for compliance: None

13) Regulatory Agenda on which this rulemaking was summarized: This rule was not included on either of the 2 most recent agendas because: the need for the rulemaking was not apparent at the time.

The full text of the Proposed Amendments begins on the next page:

## COURT OF CLAIMS

## NOTICE OF PROPOSED AMENDMENT

TITLE 74: PUBLIC FINANCE  
CHAPTER VI: COURT OF CLAIMS

## PART 790

## COURT OF CLAIMS REGULATIONS

## SUBPART A: COURT OF CLAIMS RULES

## Section

|         |  |
|---------|--|
| 790.10  | Terms of Court   |
| 790.20  | Pleadings and Practice                                   |
| 790.25  | Rule References  |
| 790.30  | Pleadings -- Forms                                       |
| 790.40  | Procedure  |
| 790.50  | Complaint-Required Provisions                            |
| 790.55  | Discovery  |
| 790.60  | Exhaustion of Remedies                                   |
| 790.70  | General Continuance -- Status Report                     |
| 790.80  | Death of Claimant  |
| 790.90  | Dismissal  |
| 790.100 | Answer by Respondent                                     |
| 790.110 | Hearings -- Assignments and Continuances                 |
| 790.120 | Transcript of Evidence                                   |
| 790.130 | Costs of Evidence  |
| 790.140 | Departmental Records and Reports -- Prima Facie Evidence |
| 790.150 | Medical Examination of Claimant                          |
| 790.155 | Subpoenas  |
| 790.160 | Excerpts from the Record                                 |
| 790.170 | Briefs   |
| 790.180 | Excerpts Abstracts and Briefs -- Time for Filing         |
| 790.190 | Extension of Time  |
| 790.200 | Motions  |
| 790.210 | Oral Argument of Case                                    |
| 790.220 | Rehearing or New Trial -- Time to File                   |
| 790.230 | Rehearing -- Procedure                                   |
| 790.240 | New Trial (Repealed)                                     |
| 790.250 | Records -- Calendar                                      |
| 790.260 | Dismissal for want of Prosecution                        |
| 790.270 | Fees and Costs   |

## SUBPART B: ADOPTION AND EFFECTIVE DATES

## Section

|         |                              |
|---------|------------------------------|
| 790.280 | Adoption and Effective Dates |
|---------|------------------------------|

AUTHORITY: Authorized by Section 9A and implementing the Court of Claims Act [705 ILCS 505].

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SOURCE: Rules of the Court of Claims, filed and effective July 1, 1975; codified at 6 Ill. Reg. 2111; recodified at 6 Ill. Reg. 2594; amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_.

## SUBPART A: COURT OF CLAIMS RULES

## Section 790.10 Terms of Court

The Court shall hold sessions at such places as it deems necessary to expedite the business of the Court. [ 705 ILCS 505/6] The Court shall hold a regular session at the Capital of the State on the second Tuesday of January, May and November of each year, and such special sessions at such places as it deems necessary to expedite the business of the Court.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_, \_\_\_\_\_)

## Section 790.20 Pleadings and Practice

Except as herein otherwise provided by this Part or by the Court of Claims Act [705 ILCS 505], pleadings and practice shall follow the Civil Practice Law [735 ILCS 5/Art II] Civil Practice Act of Illinois (111 Rev. Stat. 19397-ch-1107 par-1-et-seq.) and the Rules of the Supreme Court of Illinois (111 Rev. Stat. 19397-ch-1107A-par-1-et-seq.).

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_, \_\_\_\_\_)

## Section 790.25 Rules References

Sections in this Part may be referred to as Rules. For example, Section 790.10 may be referred to as Rule 10, Section 790.20 may be referred to as Rule 20, and so on.

(Source: Added at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_, \_\_\_\_\_)

## Section 790.40 Procedure

a) Filing. Cases shall be commenced by the filing of a verified complaint with the Clerk of the Court. A party filing a case shall be designated as the claimant, and either the State of Illinois or the appropriate State agency (Section 8(d) Sec-89, Court of Claims Act [705 ILCS 505/8(d)]) (111 Rev. Stat. 19397-ch-37-par-439-8(d)) shall be designated as the respondent. The Clerk will note on the complaint, and each copy, the date of filing, and deliver one of the said copies to the Attorney General or to the legal counsel of the appropriate State agency. Joinder of claimants in one case is permitted, as





## COURT OF CLAIMS

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b) Personal injuries. Where a complaint alleges damages as a result of personal injuries, claimant shall:

- 1) Attach to the complaint, as a separate item, copies of the notices served as required by Sec. 22-1 of the Court of Claims Act, 705 ILCS 505/22-1 (~~111-Rev-Stat-1979-ch-37-par-439-22-1~~, showing how and when the ~~such~~ notices were served.
- 2) Include with the bill of particulars, as required by subsection Section-790-50(a)(11)(f) of this Section, the names and addresses of all persons providing medical services; if hospitalized, name ~~name(s)~~ of hospital ~~hospital(s)~~ and dates of hospitalization; name of claimant's employer, place of employment, and dates of ~~time lost~~, if any ~~dates-theretof~~.

c) Contracts. If the claimant bases the complaint upon a contract, or other instrument in writing, a copy ~~thereof~~ shall be attached ~~thereto~~ for reference.

d) Lapsed appropriations. All claims for services or materials furnished to the State of Illinois, payment of which has been denied solely because of a lapsed appropriation, shall be filed with the Clerk of the Court of Claims in the following manner:

- 1) Claims shall be initiated by filing with the Clerk of the Court of Claims 6 copies of a verified lapsed appropriation claim form (available upon request from the Clerk's office) or a facsimile ~~theretof~~.
- 2) Respondent shall confirm or deny that such sum of money or any sum of money is due the ~~said~~ claimant.
- 3) Claims against no more than one department or State agency shall be included in each complaint.
- 4) Claimant's name and address, or that of his attorney, shall appear at the bottom of the complaint.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 790.55 Discovery

Discovery shall be conducted in accordance with the Civil Practice Law [735 ILCS 5/Art. II] and the Rules of the Supreme Court of Illinois, except as follows:

- a) Discovery requests and responses to discovery requests, including interrogatories and requests for production of documents, shall not be filed with the Clerk of the Court unless ordered by the Court, a Judge thereof, or a Commissioner. Requests for admission and the responses thereto shall be filed with the Clerk of the Court.
- b) For claims involving property of inmates incarcerated in Illinois Department of Corrections facilities, the respondent shall forward to the claimant, or, if claimant is represented, claimant's attorney, copies of the following documents in the possession or control of the Department of Corrections within 120 days after the filing of the

## COURT OF CLAIMS

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complaint. The complaint is not deemed filed during the pendency of a petition for leave to proceed in forma pauperis.

- 1) Grievances and appeals of grievances pertaining to the property in question filed by the claimant, and all responses thereto.
- 2) Any personal property inventory sheets and property permits or contracts that tend to prove or disprove ownership of the property in question.

- 3) Incident reports, disciplinary reports, and "shakedown" receipts relevant to the subject of the claim.

The deadline for forwarding these documents to claimant is tolled during the consideration of a motion to dismiss or any other motion the granting of which would dispose of the case. The deadline for forwarding these documents to claimant is tolled during the consideration of a motion to dismiss filed by respondent. No other discovery is permitted in these claims except by order of the Court, a Judge thereof, or a Commissioner.

c) For claims involving personal injury of inmates while incarcerated in Illinois Department of Corrections facilities, respondent shall forward to claimant or, if claimant is represented, claimant's attorney, copies of the following documents in the possession or control of the Department of Corrections within 120 days after the filing of the complaint:

- 1) Grievances and appeals of grievances pertaining to the injuries in question filed by the claimant, and all responses thereto.
- 2) All medical records relevant to the subject of the claim.
- 3) Incident reports relevant to the subject of the claim.

The deadline for forwarding these documents to claimant is tolled during the consideration of a motion to dismiss or any other motion the granting of which would dispose of the case. No other discovery is permitted in these claims except by order of the Court, a Judge thereof, or a Commissioner.

d) When complying with the provisions of this Section, the respondent may redact any information including, but not limited to, confidential information such as social security numbers, home telephone numbers, home addresses, and information the disclosure of which would be violative of federal or State law. In the event any information is redacted by the respondent, the respondent shall, in writing, state the reason for the redaction, and forward the statement to the claimant or his attorney within the time allowed in this Section, or any extension authorized under subsection (f).

e) In the event that the claimant disputes the propriety of redaction of any information, the Court, a Judge thereof, or a Commissioner shall be empowered to examine the material in camera and to enter an order requiring the respondent to forward the redacted material to the claimant or his attorney.

f) The Court, a Judge thereof, or a Commissioner may extend the time for compliance with the provisions of this Section.



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## Section 790.60 Exhaustion of Remedies

As required by Section ~~Sec-~~ 25 of the Court of Claims Act [705 ILCS 505/25] (~~Ill.-Rev.-Stat.-1979-~~ch-~~37-~~par-~~439-24-57~~), the claimant shall, before seeking final determination of his claim before the Court of Claims, exhaust all other remedies, whether administrative, legal or equitable, against all other sources of recovery for the injury or damages sought to be recovered by the claim, provided that no frivolous or unreasonable action is required to be brought against any third party in order to comply with this exhaustion of remedies requirement.

a) General continuance. Any complaint filed or pending in the Court of Claims shall be continued generally subject to the provisions of Section 790.70 of this Part ~~Rule-7-74-III-Adm-Code-Section-790-70~~, until the final disposition of all other claims or proceedings arising from the same occurrence or transaction. Claims continued generally shall not proceed to evidentiary hearing, but, upon order of the Court, a Judge thereof, or a Commissioner, discovery may proceed as permitted by Section 790.55 of this Part. (A general continuance granted by this Court is not to be construed as an opinion on the question of jurisdiction in any other court or tribunal.)

b) Subsequent action or claim. If the claimant shall, subsequent to the filing of a complaint in the Court of Claims, commence a proceeding in another tribunal, or present a claim to any other person or corporation (e.g., insurance carrier, governmental body, etc.) for damages arising out of the same occurrence or transaction, the claimant shall immediately advise the Court of Claims in writing as to when, where and to whom such claim was presented or proceeding commenced.

c) Action against State employees. Failure to file or pursue suits against State employees acting within the scope of their employment shall not be a defense to the respondent.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 790.90 Dismissal

Failure to comply with the provisions of Section 790.50, 790.60, 790.70 or 790.80 of this Part ~~rules-5-6-7-or-8-(74-III-Adm-Code-Sections-790-50-790-60-790-70-or-790-80)~~ shall be grounds for dismissal.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 790.100 Answer by Respondent

The respondent shall answer within 60 days after the filing of the complaint, and the claimant may reply within 30 days after the filing of that ~~said~~ answer,

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unless the time for pleadings is be extended pursuant to Section 790.55(f); provided however, if the respondent fails ~~shall fail to~~ to answer, a general denial of the facts set forth in the complaint shall be considered as filed, except as otherwise provided in this Section. Respondent, upon good cause shown, may thereafter, by leave of Court, be permitted to file affirmative pleadings. The Court, a Judge thereof, or a Commissioner may order the respondent to file an answer. Failure to file an answer shall subject the respondent to being held in default and debarred from filing any other pleading or maintaining any defense.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 790.110 Hearings -- Assignments and Continuances

~~The After-issue-is-joined, the~~ Court shall assign the case to a Commissioner who, within a reasonable time, shall set the time and place for hearing, and notify opposing counsel in writing. ~~No After-2-continuances-have-been-granted in-any-case, no further~~ continuances shall ~~will~~ be granted by the Commissioner except upon good cause shown supported by affidavit.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 790.155 Subpoenas

a) The Court may issue subpoenas through the Chief Justice or one of its Judges or Commissioners to require attendance of witnesses for the purpose of testifying before it, any Judge of the Court, any notary public, or any of its Commissioners, and to require the production of any books, records, papers or documents that may be material or relevant as evidence in any matter pending before it. In case any person refuses to comply with any subpoenas issued in the name of the Chief Justice, or one of the Judges or Commissioners, attested to by the Clerk, with the seal of the Court attached, and served upon the person named in the subpoena, as a summons in a civil action is served, the circuit court of the proper county, on application of the party at whose instance the subpoena was issued, shall compel obedience by attachment proceedings, as for contempt, as in a case of a disobedience of the requirements of a subpoena from the circuit court on a refusal to testify.

b) The Clerk of the Court of Claims, when an action is pending, shall, from time to time, issue subpoenas on behalf of the Chief Justice, the Judges or Commissioners, for those witnesses and to those counties in the States as may be required by the attorneys or either party.

c) Every subpoena shall:

- 1) state that it is issued by the Court of Claims; and
- 2) state the title of the action and its civil action number; and

## COURT OF CLAIMS

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- 3) command each person to whom it is directed to attend and give testimony or to produce or permit inspection and copying of designated books, documents or tangible things in the possession, custody or control of that person. A command to produce evidence shall be joined with a command to appear at trial or hearing or at deposition.
- d) The Clerk may issue subpoenas on behalf of a party requesting issuance provided that there is a valid request to the Clerk indicating the information to be subpoenaed. An attorney of record may also issue and sign a subpoena on a form provided by the Clerk.
- e) Prior notice of any subpoena for production of documents and things before trial shall be served on each party by mailing or delivering written notice to the other parties to the action, or their attorneys, at the last known address of the attorney or party, with proof of service filed with the Clerk.
- f) A party or an attorney responsible for the issuance and service of a subpoena shall take reasonable steps to avoid imposing undue burden or expense on a person subject to a subpoena. The Court shall enforce this duty and impose upon the party or attorney in breach of this duty an appropriate sanction, including being held in default, debarred from filing any other pleading or maintaining any claim or defense.

(Source: Added at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 790.160 Excerpts from the Record

In all cases where the transcript of the evidence exceeds 100 pages, the Court, a Judge thereof, or a Commissioner may order that the claimant shall file 6 copies of excerpts from the record, which shall contain the parts of the record deemed essential for the Judges to read in order to decide the issues presented. The excerpts shall refer to the pages of the record by numerals on the margin. This document (entitled Excerpts from the Record), which is to be filed with claimant's brief, is in lieu of the abstract formerly required, and shall be prepared in conformity with Supreme Court Rule 342 to the extent that ~~title--Rev--Stat--1979--ch--110A--part--342--insofar--as--said~~ rule may be applicable.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 790.170 Briefs

The Court, a Judge thereof, or a Commissioner may order the filing of briefs in a case where the filing of briefs may enlighten the Court. If so ordered, each party shall file with the Clerk 6 copies of a typewritten or printed brief setting forth the points of law upon which reliance is had, with reference made to the authorities sustaining their contentions. Citation of numerous

## COURT OF CLAIMS

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- authorities in support of the same point is not favored. Accompanying the such briefs, there shall be a statement of the facts, and an argument in support of the such briefs. Wherever facts from the record are restated, there shall be a reference to the pages of the record and not to the pages of the excerpts. The filing of brief, argument or excerpts may be waived only upon good cause shown.
- a) Proof of service--Briefs--and all other documents filed, except the complaint, shall show proof of service on counsel for the other party. Document covers--all documents filed, except routine motions, shall be provided with a suitable cover bearing the title of the case, the case number, and address of the attorney or other person filing. Manuscript backings of the type customarily used in the Circuit Court are acceptable covers.
- c) Color of covers--the court recommends that the colors of the covers of all documents--filed by the claimant be either blue or gray, and that the covers of all documents filed by the respondent be white.
- d) Duplicating copies--Although Rule 3-174-III--Adm--Code--Section--790-307 permits the filing of carbon copies with the original copy, the court prefers that copies of the original document be duplicated by a copying process that provides a clear image.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 790.180 Excerpts Abstracts and Briefs -- Time for Filing

The excerpts, if any abstract, brief and argument of the claimant must be filed with the Clerk on or before the date ordered by the Court, a Judge thereof, or a Commissioner 60 days after all evidence has been completed and filed with the Clerk, unless the time for filing the same is extended by the Commissioner. The respondent shall file its excerpts, if any, brief and argument not later than the date ordered by the Court, a Judge thereof, or a Commissioner 60 days after the filing of the brief and argument of the claimant, unless the time for filing the brief of the claimant has been extended, in which case the respondent shall have a similar extension of time within which to file its brief. Claimant may file a reply brief no later than the date ordered by the Court, a Judge thereof, or a Commissioner within 30 days of the filing of the brief and argument of the respondent. Upon good cause shown, further time to file the abstract or briefs of either party may, upon notice to the other party, be granted by the Commissioner.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 790.200 Motions

- a) General. All motions and objections shall comply with Section 790.30 of this Part.
- b) Motions. All motions shall be in writing. Six copies of all motions,



## COURT OF CLAIMS

## NOTICE OF PROPOSED AMENDMENT

and suggestions in support of the motion thereof, shall be filed with the Clerk of the Court, together with proof of service upon counsel for the other party. When the motion is based upon matter that does not appear of record, it shall be supported by an affidavit. A copy of the motion, suggestions in support of the motion thereof, and affidavit, if any, shall be served upon counsel for the opposing party at the time the motion is filed with the Clerk.

c) b Objections. Objections to motions, and suggestions in support of the objection thereof, must be in writing and filed within 21 15 days after of the filing of the original motion. Upon the filing, within 21 days after the filing of the motion, of a request for an extension of time supported by an affidavit that an objection will be filed within the extended time, the time shall be automatically extended for an additional 21 days. No other extensions will be allowed except in compelling circumstances. Six copies of all objections to motions shall be filed with the Clerk of the Court, together with proof of service upon counsel for the other party. When motions are filed by either the claimant or the respondent, the moving party shall also submit 3 copies of a proposed order.

d) c Rulings by Commissioners. After a cause has been assigned to a Commissioner, all motions during the course of the hearings, except motions to dismiss, or motions for summary judgment, or other dispositive motions, may be determined by the said Commissioner. Motions-before-Commissioners-must-be-in-writing-together-with-proof-of-service-upon-counsel-for-the-other-party. The Commissioner shall cause to be filed with the Clerk of the Court any order so issued.

e) d Oral argument on motions. There shall be no oral argument on motions or objections to motions, except on motions to-dismiss where, in the Court's discretion, oral arguments thereon would be of value to the Court.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 790.210 Oral Argument of Case

Either party desiring to make oral argument shall so indicate on the cover of his/her brief. Oral argument on a petition for rehearing will be permitted only when ordered by the Court on-its-own-motion.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 790.220 Rehearing or New Trial -- Time to File

A party desiring a rehearing or new trial in any case shall, within 30 days after the filing of the opinion or order, file with the Clerk 6 copies of the his petition for rehearing. The petition shall state briefly the points

## COURT OF CLAIMS

## NOTICE OF PROPOSED AMENDMENT

supposed to have been overlooked or misapprehended by the Court, with authorities and suggestions concisely stated in support of the points. A copy of the petition shall be served on counsel for the other party and proof of such service shall be shown in the petition. Any petition violating this Section rule will be stricken.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 790.240 New Trial (Repealed)

Within-30-days-after-the-Court-has-rendered-an-opinion-in--a--case--the--Court may--for-good-cause-shown--grant-a-new-trial--

(Source: Repealed at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 790.270 Fees and Costs

a) In claims based upon lapsed appropriations or lost warrant no filing fee shall be required. In all other claims the following fees shall apply:

Filing of complaint in which amount of claim is more than \$50.00 and less than \$1,000.00.....\$15.00-00

Filing of complaint in which amount of claim is \$1,000.00 or more.....\$35.25-00

b) Filing fees may be waived for a poor person, other than an incarcerated person, pursuant to Supreme Court Rule 298 (iii)-Rev-Stat-1979--ch--110A7--par---298, upon application provided and approved by the Court of Claims.

c) A claimant who is incarcerated in a facility of the Illinois Department of Corrections who does not have sufficient funds to pay the filing fee at the outset of the case shall be required to complete and sign under oath a petition to proceed without full prepayment of fees and costs and a financial affidavit. All petitions for leave to proceed without prepayment of fees and costs must be accompanied by a copy of the inmate's trust fund ledger showing all deposits and withdrawals made to the account for the 6 months immediately preceding the submission of the petition. The respondent Illinois Department of Corrections shall fill in the amount of the trust fund and provide claimant with a copy of a 6 months ledger of all withdrawals and deposits to the inmate's trust fund. The claimant shall send one petition and trust fund ledger with each claim. Upon receipt of an inmate's claim, the petition for leave to proceed in forma pauperis,

## COURT OF CLAIMS

## NOTICE OF PROPOSED AMENDMENT

and a copy of the trust fund ledger, the Clerk shall assign a number to the claim and shall forward the documents to the Chief Justice for review. If the petition reveals that the inmate is unable to prepay the full filing fee, the Chief Justice shall enter an initial prepayment order. The claimant will be required to prepay an initial partial filing fee of 20% of the greater of:

- 1) the average monthly deposits to the inmate's account; or
- 2) the average monthly balance in the inmate's account for the prior 6 months period.

Irrespective of the amount of the initial filing fee, the claimant must make monthly payments of 20% of his or her income until the statutory filing fee is paid in its entirety. If prepayment of the initial filing fee is made within 45 days from the date of the Court's order on the petition, the inmate will be granted leave to proceed in forma pauperis and the claim will be filed. Thereafter, the respondent Illinois Department of Corrections shall forward payments from the inmate's account to the Clerk each time the amount in claimant's account exceeds \$10, until the filing fee is paid. If partial payment of the filing fee is not made within 45 days after the date of the Court's prepayment order, or if in that time period the claimant has not shown cause why the partial fee cannot be paid, the petition shall be denied and the claim shall be dismissed. If the claimant shows good cause why the initial partial fee cannot be paid, the Chief Justice shall review the claim and rule upon the petition. Regardless of whether the initial partial filing fee is waived, the claimant is responsible for paying the full filing fee in monthly installments. A claimant may request a waiver of any of the provisions of this Section by filing a motion with the Clerk stating in brief what requirements the claimant wants waived and why. The Court will consider each motion individually; however, motions to waive these requirements will not be routinely allowed. In the absence of the Chief Justice, any Judge may enter the orders authorized by this Section. In no case may a claim be dismissed without the concurrence of 4 Judges.

- d) Certified copies of documents filed in the Court of Claims may be obtained upon application to the Secretary of State and payment of the prescribed costs ~~therefor~~.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## DEPARTMENT OF HUMAN SERVICES

## NOTICE OF PROPOSED AMENDMENTS

- 1) Heading of the Part: Access to Public Records

- 2) Code Citation: 2 Ill. Adm. Code 1176

- | <u>Section Numbers:</u> | <u>Proposed Action:</u> |
|-------------------------|-------------------------|
| 1176.20                 | Amendment               |
| 1176.100                | Amendment               |
| 1176.110                | Amendment               |
| 1176.200                | Amendment               |
| 1176.210                | Amendment               |
| 1176.300                | Amendment               |
| 1176.310                | Amendment               |
| 1176.400                | Amendment               |
| 1176.410                | Amendment               |
| 1176.420                | Amendment               |
| 1176-Table A            | Added                   |
| 1176-Table B            | Added                   |

- 4) Statutory Authority: Implementing the Freedom of Information Act [5 ILCS 140] and Section 5-15 of the Illinois Administrative Procedure Act [5 ILCS 100/5-15] and authorized by Section 3 of the Disabled Persons Rehabilitation Act [20 ILCS 2405/3].

- 5) A Complete Description of the Subjects and Issues involved: This rulemaking revises the rules on public records and the Freedom of Information Act. The revisions clarify where FOIA requests are to be sent within the Department of Human Services, how the Department responds to such requests, where the inspection of records may take place and charges for records.

- 6) Will this proposed rule replace an emergency rule currently in effect? No

- 7) Does this rulemaking contain an automatic repeal date? No

- 8) Does this proposed amendment contain incorporations by reference? No

- 9) Are there any other amendments pending on this Part? No

- 10) Statement of Statewide Policy Objectives (if applicable): This rulemaking does not create or expand a State mandate.

- 11) Time, Place, and Manner in which interested persons may comment on this proposed rulemaking: Interested persons may present their comments concerning this rulemaking within 45 days after this issue of the Illinois Register. All requests and comments should be submitted in writing to:

Ms. Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures



## DEPARTMENT OF HUMAN SERVICES

## NOTICE OF PROPOSED AMENDMENTS

Department of Human Services  
100 South Grand Avenue East  
3rd Floor Harris Bldg.  
Springfield IL 62762  
Telephone number: (217) 785-9772

If because of physical disability you are unable to put comments into writing, you may make them orally to the person listed above.

12) Initial Regulatory Flexibility Analysis:

- A) Types of small businesses, small municipalities and not for profit corporations affected: Any such entity that makes a FOIA request.
- B) Reporting, bookkeeping or other procedures required for compliance:  
None

- C) Types of professional skills necessary form compliance: None

13) Regulatory Agenda on which this rulemaking was summarized: January 2000

The full text of the Proposed Amendments begins on the next page:

## DEPARTMENT OF HUMAN SERVICES

## NOTICE OF PROPOSED AMENDMENTS

TITLE 2: GOVERNMENTAL AGENCIES  
SUBTITLE D: CODE DEPARTMENTS  
CHAPTER XX: DEPARTMENT OF HUMAN SERVICES

PART 1176  
ACCESS TO PUBLIC RECORDS

## SUBPART A: INTRODUCTION

Section  
1176.10  
1176.20

Summary and Purpose  
Definitions

## SUBPART B: PROCEDURES FOR REQUESTING PUBLIC RECORDS

Section  
1176.100  
1176.110

Person to Whom Requests are Submitted  
Form and Content of Requests

## SUBPART C: PROCEDURES FOR DHS RESPONSE TO REQUESTS FOR PUBLIC RECORDS

Section  
1176.200  
1176.210

Timelines for Department BHS Response  
Types Categories of Department BHS Response

## SUBPART D: PROCEDURES FOR APPEAL OF A DENIAL

Section  
1176.300  
1176.310

Appeal of a Denial  
Secretary's Response to Appeal

## SUBPART E: PROCEDURES FOR PROVIDING PUBLIC RECORDS TO REQUESTORS

Section  
1176.400  
1176.410  
1176.420

Inspection of Records at Department Offices  
Copies of Public Records  
General Materials Available from the Office of Press/Communications  
Freedom-of-Information-Officer  
A Request for Public Records

Table A  
Table B  
Fee Schedule for Duplication of Public Records

AUTHORITY: Implementing the Freedom of Information Act [5 ILCS 140] and Section 5-15 of the Illinois Administrative Procedure Act [5 ILCS 100/5-15] and

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authorized by Section 3 of the Disabled Persons Rehabilitation Act [20 ILCS 2405/3].

SOURCE: Adopted at 8 Ill. Reg. 15957, effective August 20, 1984; amended at 9 Ill. Reg. 2314, effective February 15, 1985; amended at 9 Ill. Reg. 12859, effective August 6, 1985; amended at 11 Ill. Reg. 19416, effective November 13, 1987; amended at 12 Ill. Reg. 14689, effective September 2, 1988; amended at 13 Ill. Reg. 15763, effective September 22, 1989; amended at 14 Ill. Reg. 15999, effective September 17, 1990; recodified from the Department of Rehabilitation Services to the Department of Human Services at 21 Ill. Reg. 9327; old Part repealed at 23 Ill. Reg. 4402 and new Part adopted at 23 Ill. Reg. 4404, effective March 31, 1999; amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_.

## SUBPART A: INTRODUCTION

## Section 1176.20 Definitions

Terms used in this Part shall have the same meaning as in the Freedom of Information Act.

"Department" "BHS" means the Department of Human Services.

"FOIA" means the Freedom of Information Act.

"Freedom-of-information-officer" means an individual responsible for receiving and responding to requests for public records.

"Requestor" means a person who submits a request for public records in accordance with this Part.

"Undue burden" means those FOIA requests that, despite Department attempts to confer with the requester to reduce his/her request to manageable size, either continues to lack requisite specificity and/or disrupts the duly undertaken work of the Department.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## SUBPART B: PROCEDURES FOR REQUESTING PUBLIC RECORDS

## Section 1176.100 Person to Whom Requests are Submitted

Requests for public records shall be submitted to the: BHS--Freedom-of-information-officer--Requests shall be submitted to the following address:

Freedom of Information Officer  
Office of Press/Communications

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Department of Human Services  
100 South Grand Ave. East, 3rd Floor  
Springfield IL 62762  
ATTN: FOIA Request

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 1176.110 Form and Content of Requests

- Requests in accordance with FOIA and this Part shall be made in writing. Such requests may be submitted on FOIA request forms provided by the Department. (See Table A of this Part.) All requests for records submitted to the Department in accordance with FOIA shall be made in writing unless the individual is unable, because of disability, to prepare a written request.
- Oral requests will be handled expeditiously. However, the required response times and the appeal procedures contained in FOIA and this Part do not apply to oral requests.
- The requestor shall provide the following information in a request for public records:
  - The requestor's full name, address and phone number.
  - A brief specific description of the public records sought, including, if possible, an example of the document requested being as specific as possible.
  - Whether the request is for inspection of public records, copies of public records, or both.
  - Whether the requestor wants copies of public records certified.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## SUBPART C: PROCEDURES FOR DHS RESPONSE TO REQUESTS FOR PUBLIC RECORDS

## Section 1176.200 Timelines for Department BHS Response

- The Department's Office of Press/Communications Department shall respond in writing to a written request for public records within 7 working days after the receipt of such request.
- The Office of Press/Communications Department may give notice of an extension of time to respond that does not exceed an additional 7 working days. Such an extension is allowable only if written notice is provided within the original 7 working day time limit and only for the reasons provided in Section 3(d) of FOIA [5 ILCS 140/3(d)]. Such notice of extension shall state the reasons why the extension is necessary and the date by which the records will be available or denial will be forthcoming.



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(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 1176.210 Types Categories of Department BHS Response**

a) The Department's Office of Press/Communications BHS shall respond to a request for public records in one of four **three** ways:

- 1) Approve the request.
- 2) Approve in part and deny in part.
- 3) Deny the request.
- 4) Notify the requestor of necessary delay in its processing as provided in Section 3(d) of FOIA [5 ILCS 140/3].

b) Upon approval of a request for public records, the Department BHS may either provide the materials immediately, give notice that the materials shall be made available upon payment of reproduction costs or give notice of the time and place for inspection of records.

c) A denial of a request for public records shall be made in writing. It shall state the reasons for the denial in accordance with either Section 3(f) or Section 7 of FOIA [5 ILCS 140/3 and 7] and the names and titles of individuals responsible for the decision. It shall also give notice of the requestor's right to appeal to the Secretary of the Department BHS.

d) Categorical requests creating an undue burden upon the Department BHS shall be denied only after extending to the requestor an opportunity to confer in an attempt to reduce the request to manageable proportions in accordance with Section 3(f) of FOIA [5 ILCS 140/3(f)].

e) Failure to respond to a written request within 7 working days may be considered by the requestor a denial of the request.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## SUBPART D: PROCEDURES FOR APPEAL OF A DENIAL

**Section 1176.300 Appeal of a Denial**

a) A requestor whose request has been denied by the Chief, Office of Press/Communications Freedom-of-information--Officer may appeal the denial to the Secretary of the Department BHS. The appeal must be postmarked within 10 working days after the denial. The notice of appeal shall be made in writing to:

Secretary  
Department of Human Services  
100 South Grand Ave. East  
Springfield, Illinois 62762  
ATTN: FOIA Appeal

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b) The notice of appeal shall include a copy of the original request, a copy of the denial received by the requestor, and a statement of the reasons why the appeal should be granted.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 1176.310 Secretary's Response to Appeal**

The Secretary shall respond to an appeal within 7 working days after receiving notice of the appeal. The Secretary shall either affirm the denial or provide access to the requested public records uphold--the--appeal. the--Secretary's response--shall--state--the--requestor's--right--to--a--judicial--review--of--the--decision--pursuant--to--Section--11--of--FOIA--(5--ILCS--140/3)]. Failure to respond within 7 working days may be considered by the requestor an affirmation of the denial by the requestor.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## SUBPART E: PROCEDURES FOR PROVIDING PUBLIC RECORDS TO REQUESTORS

**Section 1176.400 Inspection of Records at Department Offices**

a) Generally, public records will be made available for inspection during normal working hours of the Department BHS-office-where-they-are-maintained at the Office of Press/Communications, 100 South Grand Avenue East, 3rd Floor, Springfield, Illinois 62762. For purposes of convenience, the Department may request that inspection take place in another Department office location.

b) Documents that the requestor wishes to have copied shall be segregated during the course of the inspection. Generally, all copying shall be done by Department employees.

c) An employee of DHS shall be present throughout the inspection. The requestor shall may be prohibited from bringing bags, briefcases or other containers into the inspection room.

d) Files shall be reviewed and exempt or confidential information shall be deleted by a BHS employee before a requestor is permitted access to them. The FOI-officer shall be consulted in cases where BHS staff have questions concerning confidentiality.

e) The requestor shall arrange a time and date to review records that is convenient for the BHS employees who maintain the requested records.

f) The requestor may not remove records from the BHS offices, except those copies produced and paid for (if applicable per Section 1176.410 of this Part) during the requestor's inspection of the file.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

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Section 1176.410 Copies of Public Records

- a) Copies of public records shall be provided to the requestor only upon payment of any charges that are due. Payment must be by check or money order made payable to the Department of Human Services. If payment is not received within 60 days after BHS has notified the requestor of the charges, BHS shall consider the request withdrawn.
- b) Charges for copies of public records shall be assessed in accordance with Table B of this Part. 10 cents per page for requests of 10 or more pages. No cost will be charged for records containing fewer than 10 pages.

c) Charges

1) Charges shall may be waived or reduced if the requestor is an employee of a State agency, a constitutional officer, or a member of the General Assembly, or if the response is less than 10 pages in its original format, and for all others whose requests for information are in the public interest. If the principal purpose of the request is to access and disseminate information regarding the health, safety, and welfare or the legal rights of the general public and is not for the principal purpose of personal or commercial benefit, the person requesting the documents must request that the fee be waived or reduced and must state the specific purpose for the records, that a waiver or reduction is in the public interest and the reasons why.

2) Charges shall be reduced if:

- A) the requestor states the specific purpose for the request; and
- B) the requestor indicates that a reduction of the fees is in the public interest. A reduction of fees is in the public interest if the principal purpose of the request is to access and disseminate information regarding the health, safety and welfare or the legal rights of the general public and is not for the principal purpose of the personal or commercial benefit.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

Section 1176.420 General Materials Available from the Office of Press/Communications Freedom of Information Officer

The Office of Press/Communications Freedom of Information Officer shall make available to the public at no charge the following materials:

- a) A brief description of the BHS organizational structure and budget of the Department;
- b) A brief description of the means for requesting information and public records; and
- c) A list of types and categories of public records maintained by the

Department. BHS, and  
d) A copy of all BHS Administrative Rules.  
(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)



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Section 1176. TABLE A A Request for Public Records

TO: FROM:  
Freedom of Information Officer Name:  
Office of Press/Communications Address:  
Ill. Dept. of Human Services  
100 South Grand Ave. E., 3rd Flr.  
Springfield IL 62762 Phone:

DESCRIPTION OF REQUESTED RECORDS:

Please indicate if you wish to inspect the above captioned records or wish a copy of them:

Inspection Copy Both

FOR OFFICE USE ONLY:

Date Received Date Response Due  
(Source: Added at 24 Ill. Reg.  
effective )

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Section 1176. TABLE B Fee Schedule for Duplication of Public Records

Type of Duplication Per Copy Charge  
Paper copy from paper original \$.25 or reduced to \$.15 if the  
(Standard 8 1/2" X 11" and request is Public interest  
legal size 8 1/2" X 14") (see Section 1176.410)

The Department also possesses records in other forms, including microfiche. A duplication charge for such records will be assessed based upon the actual cost of reproduction.

Some records possessed by the Department are in book and pamphlet form. A charge may be assessed for such materials based upon the cost of such materials incurred by the Department.

(Source: Added at 24 Ill. Reg. , effective )

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1) Heading of the Part: Aid to the Aged, Blind or Disabled

2) Code Citation: 89 Ill. Adm. Code 113

3) Section Numbers: 113.247  
Proposed Action:  
Amendment

4) Statutory Authority: Implementing Article III and authorized by Section 12-13 of the Illinois Public Aid Code [305 ILCS 5/Art. III and 12-13].

5) A. Complete Description of the Subjects and Issues involved: This rulemaking eliminates the nonstandard therapeutic diet allowance provided as a supplement to an AABD cash client's regular food allowance. Eliminating the nonstandard allowance would not affect the provision of the standard therapeutic diet allowances, i.e., ulcer, diabetic, high protein/high caloric/high vitamin. The current rule requires the nonstandard diet be evaluated by a dietitian consultant who would approve the allowance as well as the amount. There are no Department procedures for approving a nonstandard diet.

6) Will this proposed rulemaking replace an emergency rule currently in effect? No

7) Does this rulemaking contain an automatic repeal date? No

8) Does this rulemaking contain incorporations by reference? No

9) Are there any other amendments pending on this Part? Yes

| Section Numbers | Proposed Action | Illinois Register Citation |
|-----------------|-----------------|----------------------------|
| 113.113         | Amendment       | 23 Ill. Reg. 12019         |
| 113.253         | Amendment       | 24 Ill. Reg. 949           |
| 113.260         | Amendment       | 24 Ill. Reg. 949           |

10) Statement of Statewide Policy Objectives (if applicable): This rulemaking does not create or expand a State mandate.

11) Time, Place, and Manner in which interested persons may comment on this proposed rulemaking: Interested persons may present their comments concerning this rulemaking within 45 days after the date of this issue of the Illinois Register. All requests and comments should be submitted in writing to:

Ms Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
3rd Floor Harris Bldg.

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Springfield, Illinois 62762  
Telephone number: (217) 785-9772

12) Initial Regulatory Flexibility Analysis:

A) Types of small businesses, small municipalities and not for profit corporations affected: None

B) Reporting, bookkeeping or other procedures required for compliance: None

C) Types of professional skills necessary for compliance: None

13) Regulatory agenda on which this rulemaking was summarized: This rulemaking was not included in either of the two most recent regulatory agendas because: it was not anticipated by the Department when the two most recent regulatory agendas were published.

The full text of proposed Amendments begins on the next page:



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TITLE 89: SOCIAL SERVICES  
CHAPTER IV: DEPARTMENT OF HUMAN SERVICES  
SUBCHAPTER b: ASSISTANCE PROGRAMS

## PART 113

## AID TO THE AGED, BLIND OR DISABLED

## SUBPART A: GENERAL PROVISIONS

Section  
113.1 Description of the Assistance Program  
113.5 Incorporation By Reference

## SUBPART B: NON-FINANCIAL FACTORS OF ELIGIBILITY

Section  
113.9 Client Cooperation  
113.10 Citizenship  
113.20 Residence  
113.30 Age  
113.40 Blind  
113.50 Disabled  
113.60 Living Arrangement  
113.70 Institutional Status  
113.80 Social Security Number

## SUBPART C: FINANCIAL FACTORS OF ELIGIBILITY

Section  
113.100 Unearned Income  
113.101 Budgeting Unearned Income  
113.102 Budgeting Unearned Income of Applicants Receiving Income On Date of Application And/Or Date of Decision  
113.103 Initial Receipt of Unearned Income  
113.104 Termination of Unearned Income  
113.105 Unearned Income In-Kind  
113.106 Earmarked Income  
113.107 Lump Sum Payments and Income Tax Refunds  
113.108 Protected Income (Repealed)  
113.109 Earned Income (Repealed)  
113.110 Budgeting Earned Income (Repealed)  
113.111 Protected Income  
113.112 Earned Income  
113.113 Exempt Unearned Income  
113.114 Budgeting Earned Income of Applicants Receiving Income On Date of Application And/Or Date of Decision  
113.115 Initial Employment

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113.116 Budgeting Earned Income For Contractual Employees  
113.117 Budgeting Earned Income For Non-contractual School Employees  
113.118 Termination of Employment  
113.120 Exempt Earned Income  
113.125 Recognized Employment Expenses  
113.130 Income From Work/Study/Training Programs  
113.131 Earned Income From Self-Employment  
113.132 Earned Income From Roomer and Boarder  
113.133 Earned Income From Rental Property  
113.134 Earned Income In-Kind  
113.139 Payments from the Illinois Department of Children and Family Services Assets  
113.141 Exempt Assets  
113.142 Asset Disregard  
113.143 Deferral of Consideration of Assets  
113.154 Property Transfers For Applications Filed Prior To October 1, 1989 (Repealed)  
113.155 Property Transfers For Applications Filed On Or After October 1, 1989 (Repealed)  
113.156 Court Ordered Child Support Payments of Parent/Step-Parent  
113.157 Responsibility of Sponsors of Non-citizens Entering the Country Prior to 8/22/96  
113.158 Responsibility of Sponsors of Non-citizens Entering the Country On or After 08/22/96  
113.160 Assignment of Medical Support Rights

## SUBPART D: PAYMENT AMOUNTS

Section  
113.245 Payment Levels for AABD  
113.246 Personal Allowance  
113.247 Personal Allowance Amounts  
113.248 Shelter  
113.249 Utilities and Heating Fuel  
113.250 Laundry  
113.251 Telephone  
113.252 Transportation, Lunches, Special Fees  
113.253 Allowances for Increase in SSI Benefits  
113.254 Nursing Care or Personal Care in Home Not Subject to Licensing  
113.255 Sheltered Care in a Licensed Group Care Facility  
113.256 Shopping Allowance  
113.257 Special Allowances for Blind and Partially Sighted (Blind Only)  
113.258 Home Delivered Meals  
113.259 AABD Fuel and Utility Allowances By Area  
113.260 Sheltered Care Rates  
113.261 Cases in Licensed Intermediate Care Facilities, Licensed Skilled Nursing Facilities, DMHDD Facilities and All Other Licensed Medical Facilities

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## 113.262 Meeting the Needs of an Ineligible Dependent with Client's Income

## SUBPART E: OTHER PROVISIONS

Persons Who May Be Included In the Assistance Unit

- 113.300 Grandfathered Cases
- 113.301 Interim Assistance (Repealed)
- 113.302 Special Needs Authorizations
- 113.303 Retrospective Budgeting
- 113.304 Budgeting Schedule
- 113.305 Purchase and Repair of Household Furniture (Repealed)
- 113.306 Property Repairs and Maintenance
- 113.307 Excess Shelter Allowance
- 113.308 Limitation on Amount of AABD Assistance to Recipients from Other States (Repealed)
- 113.309 Redetermination of Eligibility
- 113.320 Attorney's Fees for VA Appellants (Repealed)

## SUBPART F: INTERIM ASSISTANCE

- Section
- 113.400 Description of the Interim Assistance Program
- 113.405 Pending SSI Application (Repealed)
- 113.410 More Likely Than Not Eligible for SSI (Repealed)
- 113.415 Non-Financial Factors of Eligibility (Repealed)
- 113.420 Financial Factors of Eligibility (Repealed)
- 113.425 Payment Levels for Chicago Interim Assistance Cases (Repealed)
- 113.430 Payment Levels for all Interim Assistance Cases Outside Chicago (Repealed)
- 113.435 Medical Eligibility (Repealed)
- 113.440 Attorney's Fees for SSI Applicants (Repealed)
- 113.445 Advocacy Program for Persons Receiving Interim Assistance (Repealed)
- 113.450 Limitation on Amount of Interim Assistance to Recipients from Other States (Repealed)
- 113.500 Attorney's Fees for SSI Appellants (Renumbered)

**AUTHORITY:** Implementing Article III and authorized by Section 12-13 of the Illinois Public Aid Code [305 ILCS 5/Art. III and 12-13].

**SOURCE:** Filed effective December 30, 1977; peremptory amendment at 2 Ill. Reg. 17, p. 117, effective February 1, 1978; amended at 2 Ill. Reg. 31, p. 134, effective August 5, 1978; emergency amendment at 2 Ill. Reg. 37, p. 4, effective August 30, 1978, for a maximum of 150 days; emergency expired January 28, 1979; peremptory amendment at 2 Ill. Reg. 46, p. 44, effective November 1, 1978; emergency amendment at 3 Ill. Reg. 16, p. 41, effective April 9, 1979, for a maximum of 150 days; emergency amendment at 3 Ill. Reg. 28, p. 182, effective July 1, 1979, for a maximum of 150 days; amended at 3 Ill. Reg. 33,

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p. 399, effective August 18, 1979; amendment at 3 Ill. Reg. 33, p. 415, effective August 18, 1979; amended at 3 Ill. Reg. 38, p. 243, effective September 21, 1979; peremptory amendment at 3 Ill. Reg. 38, p. 321, effective September 7, 1979; amended at 3 Ill. Reg. 40, p. 140, effective October 6, 1979; amended at 3 Ill. Reg. 46, p. 36, effective November 2, 1979; amended at 3 Ill. Reg. 47, p. 96, effective November 13, 1979; amended at 3 Ill. Reg. 48, p. 1, effective November 15, 1979; peremptory amendment at 4 Ill. Reg. 9, p. 259, effective February 22, 1980; amended at 4 Ill. Reg. 10, p. 258, effective February 25, 1980; at 4 Ill. Reg. 12, p. 551, effective March 10, 1980; amended at 4 Ill. Reg. 27, p. 387, effective June 24, 1980; emergency amendment at 4 Ill. Reg. 29, p. 294, effective July 8, 1980, for a maximum of 150 days; amended at 4 Ill. Reg. 37, p. 797, effective September 2, 1980; amended at 4 Ill. Reg. 37, p. 800, effective September 2, 1980; amended at 4 Ill. Reg. 45, p. 134, effective October 27, 1980; amended at 5 Ill. Reg. 766, effective January 2, 1981; amended at 5 Ill. Reg. 1134, effective January 26, 1981; peremptory amendment at 5 Ill. Reg. 5722, effective June 1, 1981; amended at 5 Ill. Reg. 7071, effective June 23, 1981; amended at 5 Ill. Reg. 7104, effective June 23, 1981; amended at 5 Ill. Reg. 8041, effective July 27, 1981; amended at 5 Ill. Reg. 8052, effective July 24, 1981; peremptory amendment at 5 Ill. Reg. 8106, effective August 1, 1981; peremptory amendment at 5 Ill. Reg. 10062, effective October 1, 1981; peremptory amendment at 5 Ill. Reg. 10079, effective October 1, 1981; peremptory amendment at 5 Ill. Reg. 10113, effective October 1, 1981; peremptory amendment at 5 Ill. Reg. 10124, effective October 1, 1981; peremptory amendment at 5 Ill. Reg. 10131, effective October 1, 1981; amended at 5 Ill. Reg. 10730, effective October 1, 1981; amended at 5 Ill. Reg. 10733, effective October 1, 1981; amended at 5 Ill. Reg. 10760, effective October 1, 1981; amended at 5 Ill. Reg. 10767, effective October 1, 1981; peremptory amendment at 5 Ill. Reg. 11647, effective October 16, 1981; peremptory amendment at 6 Ill. Reg. 611, effective January 1, 1982; amended at 6 Ill. Reg. 1216, effective January 14, 1982; emergency amendment at 6 Ill. Reg. 2447, effective March 1, 1982, for a maximum of 150 days; peremptory amendment at 6 Ill. Reg. 2452, effective February 11, 1982; peremptory amendment at 6 Ill. Reg. 6475, effective May 18, 1982; peremptory amendment at 6 Ill. Reg. 6912, effective May 20, 1982; emergency amendment at 6 Ill. Reg. 7299, effective June 2, 1982, for a maximum of 150 days; amended at 6 Ill. Reg. 8115, effective June 1, 1982; amended at 6 Ill. Reg. 8142, effective July 1, 1982; amended at 6 Ill. Reg. 8159, effective July 1, 1982; amended at 6 Ill. Reg. 10970, effective August 26, 1982; amended at 6 Ill. Reg. 11921, effective September 21, 1982; amended at 6 Ill. Reg. 12293, effective October 1, 1982; amended at 6 Ill. Reg. 12318, effective October 1, 1982; amended at 6 Ill. Reg. 13754, effective November 1, 1982; rules repealed, new rules adopted and codified at 7 Ill. Reg. 907, effective January 10, 1983; amended [by adding sections being codified with no substantive change] at 7 Ill. Reg. 5195; amended at 7 Ill. Reg. 9367, effective August 1, 1983; amended at 7 Ill. Reg. 17351, effective December 21, 1983; amended at 8 Ill. Reg. 537, effective December 30, 1983; amended at 8 Ill. Reg. 5225, effective April 9, 1984; amended at 8 Ill. Reg. 6746, effective April 27, 1984; amended at 8 Ill. Reg. 11414, effective June 27, 1984; amended



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at 8 Ill. Reg. 13273, effective July 16, 1984; amended (by Sections being codified with no substantive change) at 8 Ill. Reg. 17895; amended at 8 Ill. Reg. 18896, effective September 26, 1984; amended at 9 Ill. Reg. 5335, effective April 5, 1985; amended at 9 Ill. Reg. 8166, effective May 17, 1985; amended at 9 Ill. Reg. 8657, effective May 25, 1985; amended at 9 Ill. Reg. 11302, effective July 5, 1985; amended at 9 Ill. Reg. 11636, effective July 8, 1985; amended at 9 Ill. Reg. 11991, effective July 12, 1985; amended at 9 Ill. Reg. 12806, effective August 9, 1985; amended at 9 Ill. Reg. 15896, effective October 4, 1985; amended at 9 Ill. Reg. 16291, effective October 10, 1985; emergency amendment at 10 Ill. Reg. 364, effective January 1, 1986; amended at 10 Ill. Reg. 1183, effective January 10, 1986; amended at 10 Ill. Reg. 6956, effective April 16, 1986; amended at 10 Ill. Reg. 8794, effective May 12, 1986; amended at 10 Ill. Reg. 10628, effective June 3, 1986; amended at 10 Ill. Reg. 11920, effective July 3, 1986; amended at 10 Ill. Reg. 15110, effective September 5, 1986; amended at 10 Ill. Reg. 15631, effective September 19, 1986; amended at 11 Ill. Reg. 3150, effective February 6, 1987; amended at 11 Ill. Reg. 8712, effective April 20, 1987; amended at 11 Ill. Reg. 9919, effective May 15, 1987; emergency amendment at 11 Ill. Reg. 12441, effective July 10, 1987, for a maximum of 150 days; amended at 11 Ill. Reg. 20880, effective December 14, 1987; amended at 12 Ill. Reg. 867, effective January 1, 1988; amended at 12 Ill. Reg. 2137, effective January 11, 1988; amended at 12 Ill. Reg. 3497, effective January 22, 1988; amended at 12 Ill. Reg. 5642, effective March 15, 1988; amended at 12 Ill. Reg. 6151, effective March 22, 1988; amended at 12 Ill. Reg. 7687, effective April 22, 1988; amended at 12 Ill. Reg. 8662, effective May 13, 1988; amended at 12 Ill. Reg. 9023, effective May 20, 1988; amended at 12 Ill. Reg. 9669, effective May 24, 1988; emergency amendment at 12 Ill. Reg. 11828, effective July 1, 1988, for a maximum of 150 days; amended at 12 Ill. Reg. 14162, effective August 30, 1988; amended at 12 Ill. Reg. 17849, effective October 25, 1988; amended at 13 Ill. Reg. 63, effective January 1, 1989; emergency amendment at 13 Ill. Reg. 3402, effective March 3, 1989, for a maximum of 150 days; amended at 13 Ill. Reg. 6007, effective April 14, 1989; amended at 13 Ill. Reg. 12553, effective July 12, 1989; amended at 13 Ill. Reg. 13609, effective August 11, 1989; emergency amendment at 13 Ill. Reg. 14467, effective September 1, 1989, for a maximum of 150 days; emergency amendment at 13 Ill. Reg. 16154, effective October 2, 1989, for a maximum of 150 days; emergency expired March 1, 1990; amended at 14 Ill. Reg. 720, effective January 1, 1990; amended at 14 Ill. Reg. 6321, effective April 16, 1990; amended at 14 Ill. Reg. 13187, effective August 6, 1990; amended at 14 Ill. Reg. 14806, effective September 3, 1990; amended at 14 Ill. Reg. 16957, effective September 30, 1990; amended at 15 Ill. Reg. 277, effective January 1, 1991; emergency amendment at 15 Ill. Reg. 1111, effective January 10, 1991, for a maximum of 150 days; amended at 15 Ill. Reg. 5291, effective April 1, 1991; amended at 15 Ill. Reg. 5698, effective April 10, 1991; amended at 15 Ill. Reg. 7104, effective April 30, 1991; amended at 15 Ill. Reg. 11142, effective July 22, 1991; amended at 15 Ill. Reg. 11948, effective August 12, 1991; amended at 15 Ill. Reg. 14073, effective September 11, 1991; emergency amendment at 15 Ill. Reg. 15119, effective October 7, 1991, for a maximum of 150 days; amended at 15 Ill. Reg. 16709, effective November 1, 1991; amended at 16 Ill. Reg.

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3468, effective February 20, 1992; amended at 16 Ill. Reg. 9986, effective June 15, 1992; amended at 16 Ill. Reg. 11565, effective July 15, 1992; emergency amendment at 16 Ill. Reg. 13641, effective September 1, 1992, for a maximum of 150 days; emergency amendment at 16 Ill. Reg. 14722, effective September 15, 1992, for a maximum of 150 days; emergency amendment at 16 Ill. Reg. 17154, effective November 1, 1992, for a maximum of 150 days; emergency amendment at 16 Ill. Reg. 17764, effective November 13, 1992, for a maximum of 150 days; amended at 17 Ill. Reg. 827, effective January 15, 1993; amended at 17 Ill. Reg. 2263, effective February 15, 1993; amended at 17 Ill. Reg. 3202, effective February 26, 1993; amended at 17 Ill. Reg. 4322, effective March 22, 1993; amended at 17 Ill. Reg. 6804, effective April 21, 1993; amended at 17 Ill. Reg. 14612, effective August 26, 1993; amended at 18 Ill. Reg. 2018, effective January 21, 1994; amended at 18 Ill. Reg. 7759, effective May 5, 1994; amended at 18 Ill. Reg. 12818, effective August 5, 1994; amended at 19 Ill. Reg. 1052, effective January 26, 1995; amended at 19 Ill. Reg. 2875, effective February 24, 1995; amended at 19 Ill. Reg. 6639, effective May 5, 1995; emergency amendment at 19 Ill. Reg. 8409, effective June 9, 1995, for a maximum of 150 days; amended at 19 Ill. Reg. 15034, effective October 17, 1995; amended at 20 Ill. Reg. 858, effective December 29, 1995; emergency amendment at 21 Ill. Reg. 673, effective January 1, 1997, for a maximum of 150 days; amended at 21 Ill. Reg. 7404, effective May 31, 1997; recodified from the Department of Public Aid to the Department of Human Services at 21 Ill. Reg. 9322; amended at 22 Ill. Reg. 13642, effective July 15, 1998; emergency amendment at 22 Ill. Reg. 16348, effective September 1, 1998, for a maximum of 150 days; amended at 22 Ill. Reg. 18931, effective October 1, 1998; emergency amendment at 22 Ill. Reg. 21750, effective November 24, 1998, for a maximum of 150 days; emergency amendment at 23 Ill. Reg. 579, effective January 1, 1999, for a maximum of 150 days; amended at 23 Ill. Reg. 1607, effective January 20, 1999; amended at 23 Ill. Reg. 5548, effective April 23, 1999; amended at 23 Ill. Reg. 6052, effective May 4, 1999; amended at 23 Ill. Reg. 6425, effective May 15, 1999; amended at 23 Ill. Reg. 6935, effective May 30, 1999; amended at 23 Ill. Reg. 7887, effective June 30, 1999; emergency amendment at 23 Ill. Reg. 8650, effective July 13, 1999, for a maximum of 150 days; amended at 23 Ill. Reg. 10161, effective August 3, 1999; amended at 23 Ill. Reg. 13852, effective November 19, 1999; amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_.

## SUBPART A: PAYMENT AMOUNTS

## Section 113.247 Personal Allowance Amounts

The amount of the personal allowance, based on degree of activity, number eating together, and living arrangement, is as follows:

a) For an active recipient:

PERSONS  
EATING  
TOGETHER

FOOD

CLOTHING

HOUSEHOLD  
SUPPLIES

PERSONAL  
ESSENTIALS

## DEPARTMENT OF HUMAN SERVICES

## NOTICE OF PROPOSED AMENDMENTS

|           |         |        |        |         |
|-----------|---------|--------|--------|---------|
| 1         | \$36.68 | \$8.77 | \$2.56 | \$12.42 |
| 2         | \$35.47 | \$8.77 | \$2.04 | \$10.97 |
| 3 thru 7  | \$32.25 | \$8.77 | \$1.72 | \$10.97 |
| 8 or more | \$31.70 | \$8.77 | \$1.47 | \$10.97 |

## b) For a bedfast recipient:

| PERSONS<br>EATING<br>TOGETHER | FOOD    | CLOTHING | HOUSEHOLD<br>SUPPLIES | PERSONAL<br>ESSENTIALS |
|-------------------------------|---------|----------|-----------------------|------------------------|
| 1                             | \$35.91 | \$4.24   | \$2.56                | \$5.40                 |
| 2                             | \$32.91 | \$4.24   | \$2.04                | \$4.79                 |
| 3 thru 7                      | \$29.91 | \$4.24   | \$1.72                | \$4.79                 |
| 8 or more                     | \$29.46 | \$4.24   | \$1.47                | \$4.79                 |

## c) For a long term group care recipient, the personal allowance is \$30.00.

## 1) Food

## A) Therapeutic Diet Allowance

A therapeutic diet allowance is allowed to supplement the regular food allowance when:

- i) The diet is prescribed by a physician; and
- ii) The food allowance is insufficient to purchase the prescribed diet.

## B) Standard therapeutic diet allowances provided are:

## TYPE OF DIET

## AMOUNT

|      |   |         |
|------|---|---------|
| i)   | Ulcer (and other chronic conditions requiring a bland low residue diet).          | \$ 5.95 |
| ii)  | Diabetic - less than 1700 calories or more - adult.                               | \$ 7.92 |
| iii) | Diabetic - 1700 calories or more - adults.  | \$17.82 |
| iv)  | Diabetic - all children.  | \$17.82 |
| v)   | High-protein, High caloric, High-vitamin for recipients 13 years of age and over. | \$12.85 |
| vi)  | High-protein, High caloric, High-vitamin for children through 12 years.           | \$ 7.91 |
| vii) | High-protein, High-caloric, High-vitamin for children 3 through 5                 |         |

## DEPARTMENT OF HUMAN SERVICES

## NOTICE OF PROPOSED AMENDMENTS

years. \$ 9.02

## C) Approval of Allowance

- i) Approval of an allowance in a different amount or when only a partial food allowance is authorized or for a non-standard diet requires approval of the Department. Non-standard diets are approved by the Bureau of Provider Services on a case-by-case basis. The Bureau approves the additional allowance if, in the opinion of the dietitian, the diet requested is medically indicated for the recipient's condition. Information is provided on a standardized form including the diagnosis and the type of diet requested, the form must be signed by a licensed physician. A dietitian consultant reviews the request by comparing the cost of the special foods requested with the cost of normal foods. The Bureau then determines whether to approve the additional allowance, rather than the diet itself.

In lieu of the food allowance, the following allowances are used in the specific situations indicated:

- i) B) An allowance for meals in restaurants shall be allowed when a client has no facilities for the preparation of food or is unable to cook, and has no one who will prepare meals.
- ii) The maximum allowance for three meals per day, seven days per week in a restaurant is \$102.63 monthly.
- iii) When fewer than three meals per day are required to be taken in restaurants, the total food allowance is to be adjusted on the following percentage basis:  
Breakfast 20% Lunch 30% Dinner 50%

## DB) Room and Board

- i) An allowance for Room and Board is issued in lieu of food, shelter and household supply allowances when meals are provided by the landlord and prepared by someone other than the client. The actual cost of Room and Board not to exceed a maximum allowance of \$134.98 per month shall be provided in the following counties:

- ii) Cook, Dupage, Kane, Lake  
The actual cost of Room and Board not to exceed a maximum allowance of \$127.43 per month shall be provided in all other counties.

## EP) Home Delivered Meals

An allowance is to be provided for home delivered meals for clients who are confined to their homes because of illness or incapacity. A separate food allowance is made for the meals not provided by the service. Allowances provided are reflected in Section 113.257.



## DEPARTMENT OF HUMAN SERVICES

## NOTICE OF PROPOSED AMENDMENTS

- 2) Clothing
- A) The clothing allowances covers the cost of replacing clothing items needed to protect health, maintain cleanliness and permit normal participation in community activities.
- B) The clothing allowance is increased by 20% for men requiring size 48 or larger, and women requiring size 46 (26 1/2) or larger. A man's size 48 refers to a size 48 suit. A women's size 46 (26 1/2) refers to a 46 blouse size or a 26 1/2 dress size.
- 3) Household Supplies
- A) An allowance for household supplies covers the cost of cleaning supplies and the replacement of essential household items such as minimum laundry equipment, linens, dishes and cooking utensils.
- B) This allowance is not provided for clients in room and board arrangements.
- 4) Personal Essentials
- An allowance for personal essentials covers needs of hair care, essential toilet items, minor first-aid supplies, an occasional newspaper, limited public transportation and phone calls.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## DEPARTMENT OF HUMAN SERVICES

## NOTICE OF PROPOSED AMENDMENTS

- 1) Heading of the Part: Public Information, Rulemaking, Department Organization
- 2) Code Citation: 2 Ill. Adm. Code 1175
- 3) Section Numbers: Proposed Action:  
1175.75 Amendment  
1175.100 Amendment
- 4) Statutory Authority: Implementing and authorized by the Department of Human Services Act [20 ILCS 1.305].
- 5) A Complete Description of the Subjects and Issues Involved: This rulemaking revises the Department of Human Services "Public Information" rules to reflect changes in the Department organization and to clarify the rules.
- 6) Will this proposed rule replace an emergency rule currently in effect? No
- 7) Does this rulemaking contain an automatic repeal date? No
- 8) Does this proposed amendment contain incorporations by reference? No
- 9) Are there any other amendments pending on this Part? No
- 10) Statement of Statewide Policy Objectives: This rulemaking does not create or expand a State mandate.
- 11) Time, Place, and Manner in which interested persons may comment on this proposed rulemaking: Interested persons may present their comments concerning this rulemaking within 45 days after this issue of the *Illinois Register*. All requests and comments should be submitted in writing to:

Ms. Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
3rd Floor Harris Bldg.  
Springfield IL 62762  
(217) 785-9772

If because of physical disability you are unable to put comments into writing, you may make them orally to the person listed above.

12) Initial Regulatory Flexibility Analysis:

- A) Types of small businesses, small municipalities and not for profit corporations affected: None

## DEPARTMENT OF HUMAN SERVICES

## NOTICE OF PROPOSED AMENDMENTS

B) Reporting, bookkeeping or other procedures required for compliance:  
None

C) Types of professional skills necessary form compliance: None

13) Regulatory Agenda on which this rulemaking was summarized: January 2000

The full text of the Proposed Amendments begins on the next page:

## DEPARTMENT OF HUMAN SERVICES

## NOTICE OF PROPOSED AMENDMENTS

TITLE 2: GOVERNMENTAL ORGANIZATION

SUBTITLE D: CODE DEPARTMENTS

CHAPTER XX: DEPARTMENT OF REHABILITATION SERVICES

CHAPTER XX: DEPARTMENT OF HUMAN SERVICES

## PART 1175

PUBLIC INFORMATION, RULEMAKING, DEPARTMENT ORGANIZATION

## SUBPART A: PUBLIC INFORMATION

Section  
1175.50 Public Information Materials  
1175.75 Fee Schedule  
1175.100 Additional Sources of Information

## SUBPART B: RULEMAKING

Section  
1175.200 Definitions  
1175.210 Recommendations for DHS Administrative Rules Development  
1175.220 Review of Recommended Rulemaking  
1175.230 Rule Development  
1175.240 Rule Approval

## SUBPART C: DEPARTMENT ORGANIZATION

Section  
1175.700 Secretary  
1175.710 Staffing

## ILLUSTRATION A Organizational Chart

AUTHORITY: Implementing and authorized by the Department of Human Services Act [20 ILCS 1305].

SOURCE: Adopted at 8 Ill. Reg. 9117, effective June 15, 1984; amended at 8 Ill. Reg. 16838, effective September 14, 1984; amended at 10 Ill. Reg. 20744, effective December 2, 1986; amended at 13 Ill. Reg. 8604, effective May 23, 1989; recodified from Department of Mental Health and Developmental Disabilities to Department of Human Services at 21 Ill. Reg. 9327; old Part repealed at 23 Ill. Reg. 5254 and new Part adopted at 23 Ill. Reg. 5256, effective April 12, 1999; amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_.

## SUBPART A: PUBLIC INFORMATION

## Section 1175.75 Fee Schedule



## DEPARTMENT OF HUMAN SERVICES

## NOTICE OF PROPOSED AMENDMENTS

- a) The Department shall provide up to 20 pages of materials free of charge. For requests for records exceeding 20 pages, the Department shall charge \$.25 per page. Checks for these materials should be made payable to the Department of Human Services, Division of Communications.
- ab) Copies of the Department's Manuals and Handbooks may be purchased from the Department for a reasonable fee. In cases where it is determined to be in the public interest to release requested manuals or handbooks, the Department may waive the usual fees. There will be no charge. The fees are:
- Manuals - \$15 and an annual rate of \$.93
- Handbooks - \$20 and an annual rate of \$.93
- bc) Illinois State government agencies and legislative boards and commissions may receive one free copy of Department manuals on request. They may receive all additional copies for the usual fees shall be charged for at the rates established in subsection (b).
- d) Requests for Department manuals shall be made in writing to:

## Bureau of Administrative Rules and Procedures

Harris-17-3rd Floor  
100-S-Grand-Ave-East  
Springfield, Illinois-62762  
Telephone: (217)-785-9772

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 1175.100 Additional Sources of Information

- a) Specific requests for information regarding DHS services and programs may be directed to:

Division of Communications  
Department of Human Services  
Harris-17-3rd Floor  
100-South-Grand-Ave-East  
Springfield, Illinois-62762

- b) Questions relating to eligibility for DHS programs or services should be directed to the local DHS field office.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## DEPARTMENT OF NATURAL RESOURCES

## NOTICE OF PROPOSED AMENDMENTS

- 1) Heading of the Part: The Taking of Wild Turkeys - Spring Season
- 2) Code Citation: 17 Ill. Adm. Code 710
- 3) Section Numbers: 710.28  
Proposed Action: Amendment
- 4) Statutory Authority: Implementing and authorized by Sections 1.3, 1.4, 1.20, 2.9, 2.10 and 2.11 of the Wildlife Code [520 ILCS 5/1.3, 1.4, 1.20, 2.9, 2.10 and 2.11].
- 5) A Complete Description of the Subjects and Issues Involved: These amendments remove the Wild Turkey Federation local chapter requirements due to failure of the local chapter to participate and remove the limitations on the number of participants allowed.
- 6) Will this rulemaking replace any emergency rule currently in effect? No
- 7) Does this rulemaking contain an automatic repeal date? No
- 8) Do these proposed amendments contain incorporations by reference? No
- 9) Are there any other proposed amendments pending on this Part? No
- 10) Statement of Statewide Policy Objectives: This rulemaking does not affect units of local government.
- 11) Time, Place and Manner in which interested persons may comment on this proposed rulemaking: Comments on the proposed rulemaking may be submitted in writing for a period of 45 days following publication of this notice to:
- Jack Price  
Department of Natural Resources  
524 S. Second Street  
Springfield IL 62701-1787  
217/782-1809
- 12) Initial Regulatory Flexibility Analysis:
- A) Types of small businesses, small municipalities and not for profit corporations affected: None
- B) Reporting, bookkeeping or other procedures required for compliance: None
- C) Types of professional skills necessary for compliance: None

## DEPARTMENT OF NATURAL RESOURCES

## NOTICE OF PROPOSED AMENDMENTS

- 13) Regulatory Agenda on which this rule was summarized: This rule was not included on either of the 2 most recent agendas because: The Department did not anticipate proposing amendments to this rule.

The full text of the Proposed Amendments begins on the next page:

## DEPARTMENT OF NATURAL RESOURCES

## NOTICE OF PROPOSED AMENDMENTS

TITLE 17: CONSERVATION  
CHAPTER 1: DEPARTMENT OF NATURAL RESOURCES  
SUBCHAPTER e: LAW ENFORCEMENT

## PART 710

## THE TAKING OF WILD TURKEYS - SPRING SEASON

| Section |  |
|---------|--|
| 710.5   | Hunting Zones  |
| 710.10  | Hunting Seasons  |
| 710.20  | Statewide Turkey Permit Requirements                     |
| 710.21  | Turkey Permit Requirements - Special Hunts (Renumbered)  |
| 710.22  | Turkey Permit Requirements - Landowner/Tenant Permits    |
| 710.25  | Turkey Permit Requirements - Special Hunts               |
| 710.28  | Turkey Permit Requirements - Heritage Youth Turkey Hunt  |
| 710.30  | Turkey Hunting Regulations                               |
| 710.40  | Other Regulations (Repealed)                             |
| 710.50  | Regulations at Various Department Owned or Managed Sites |
| 710.55  | Special Hunts for Disabled Hunters                       |
| 710.60  | Releasing or Stocking of Turkeys                         |

**AUTHORITY:** Implementing and authorized by Sections 1.3, 1.4, 1.20, 2.9, 2.10 and 2.11 of the Wildlife Code [520 ILCS 5/1.3, 1.4, 1.20, 2.9, 2.10 and 2.11].

**SOURCE:** Adopted at 4 Ill. Reg. 15, p. 153, effective April 1, 1980; codified at 5 Ill. Reg. 10643; amended at 6 Ill. Reg. 3852, effective March 31, 1982; amended at 7 Ill. Reg. 4208, effective March 25, 1983; amended at 8 Ill. Reg. 5663, effective April 16, 1984; amended at 9 Ill. Reg. 6200, effective April 24, 1985; amended at 10 Ill. Reg. 6848, effective April 4, 1986; amended at 11 Ill. Reg. 2267, effective January 20, 1987; amended at 12 Ill. Reg. 5342, effective March 8, 1988; amended at 13 Ill. Reg. 5090, effective April 4, 1989; amended at 14 Ill. Reg. 663, effective January 2, 1990; amended at 15 Ill. Reg. 4161, effective March 4, 1991; amended at 16 Ill. Reg. 1843, effective January 17, 1992; amended at 17 Ill. Reg. 3184, effective March 2, 1993; amended at 18 Ill. Reg. 1156, effective January 18, 1994; for a maximum of 150 days; emergency expired 3751, effective March 1, 1994, for a maximum of 150 days; emergency expired July 29, 1994; amended at 19 Ill. Reg. 2450, effective February 17, 1995; emergency amendment at 19 Ill. Reg. 5312, effective April 1, 1995, for a maximum of 150 days; emergency expired August 29, 1995; amended at 20 Ill. Reg. 777, effective December 29, 1995; recodified by changing the agency name from Department of Conservation to Department of Natural Resources at 20 Ill. Reg. 9389; amended at 21 Ill. Reg. 3125, effective March 3, 1997; amended at 22 Ill. Reg. 2192, effective January 2, 1998; amended at 22 Ill. Reg. 19568, effective October 23, 1998; amended at 23 Ill. Reg. 11956, effective September 21, 1999; amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_.

**Section 710.28 Turkey Permit Requirements - Heritage Youth Turkey Hunt**

## DEPARTMENT OF NATURAL RESOURCES

## NOTICE OF PROPOSED AMENDMENTS

- a) The Heritage Youth Turkey Hunt is defined as a youth-only turkey hunt. The Heritage Turkey Hunt is open only to Illinois residents who will be at least 10 years of age but not have reached their 16th birthday by the start of the Heritage Turkey Hunt. All participating youths must have completed a Department-approved Hunter Education course. All youth hunters must have a current, valid Heritage Youth Turkey Permit (\$10). For permit application and other information write to:

Illinois Department of Natural Resources  
Division of Education  
Public Events & Promotions  
524 S. Second Street, Room 530  
Springfield, IL 62701-1787

- b) This program is co-sponsored by the Illinois Department of Natural Resources and the National Wild Turkey Federation (NWTF) and its member chapters. Applicant--cannot--be--a--son--daughter--brother--or--sister--of--a--National--Wild--turkey--Federation--chapter--committee--member--
- c) Each applicant must complete the official Department Heritage Youth Turkey Permit application and submit it to a local NWTF chapter--the NWTF chapter--will--determine--which--application--will--be--submitted--to--the Department--Only--one--application--per--NWTF--chapter--will--be--accepted--by the--Department. No application will be accepted by the Department which does not have an NWTF chapter endorsement and a \$10 permit fee. Chapters may--submit--an--alternate--application--in--case--the--first applicant--cannot--make--the--event--ALTERNATE APPLICATION--must--be printed--above--the--youth's--name--on--the--application--the--alternate application--does--not--require--a--permit--fee--to--be--submitted--with--the application:
- d) The NWTF chapter selection process must be open to the public--
- e) The season dates dates and open counties counties will be determined annually by the Director of the Illinois Department of Natural Resources. The number of permits issued will be in addition to the established county permit quotas. The dates of the application period for permits will be publicly announced annually by the Department.
- f) The applicants must be Illinois residents and not have had their turkey hunting privileges suspended or revoked in this State.
- g) If more than one application for an Illinois Heritage Youth Turkey Hunt permit is received from the same person, all applications submitted in that name will be rejected and permits revoked.
- h) Successful applicants will be notified by mail when and where they should report to receive their permit. Permits shall be issued at the time of the hunt. All permit holders shall be required to attend an instructional session preceding the hunt.
- i) Each Illinois Heritage Youth Turkey Hunt permit holder is required to be accompanied by a parent/guardian or responsible adult who possesses a valid Firearm Owners Identification (F.O.I.D.) card. The accompanying adult must be present for the permit holder (youth) to hunt. The adult is not allowed to hunt, but may call.

## DEPARTMENT OF NATURAL RESOURCES

## NOTICE OF PROPOSED AMENDMENTS

- i) The Heritage Youth Turkey Hunting Permit will only be valid for the (Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)



## NORTHEASTERN ILLINOIS PLANNING COMMISSION

## NOTICE OF PROPOSED AMENDMENT

- 1) Heading of the Part: Fees for Reviewing Applications to Change the Boundaries of a Wastewater Facility Planning Area
- 2) Code Citation: 35 Ill. Adm. Code 399
- 3) Section Numbers:  
Appendix A Proposed Action:  
Amendment
- 4) Statutory Authority: Implementing Section 33.5(b) and authorized by the Northeastern Illinois Planning Act [70 ILCS 1705/33.5(b)].

5) A Complete Description of the Subjects and Issues Involved: This amendment changes the schedule of fees sufficient to pay, in whole or in part, the estimated costs of conducting reviews of applications to change the boundaries of a wastewater facility planning area as an amendment to the Illinois Water Quality Management Plan. The fee schedule has been designed to cover the cost of Commission review of facility planning area boundary amendments to the Illinois Water Quality Management Plan. Those costs include, but are not limited to, directly attributable staff salaries, benefits, overhead expenses, public notifications, mailings, postage, reproductions, transcripts of proceedings and transportation costs.

- 6) Will this rulemaking replace any emergency rulemaking currently in effect?  
No
- 7) Does this rulemaking contain an automatic repeal date? No
- 8) Does this rulemaking contain incorporations by reference? No
- 9) Are there any other proposed rulemakings pending on this Part? No

10) Statement of Statewide Policy Objectives: The proposed rule does not require a local government to establish, expand or modify its activities in such a way as to necessitate additional expenditures from local revenues.

11) Time, Place and Manner in which interested persons may comment on this proposed rulemaking: Persons who wish to comment on this proposed rulemaking may submit written comments no later than 45 days after the publication of this Notice to:

Ms Deborah L. Washington  
Director: Project Review/Work Program Development Department  
Northeastern Illinois Planning Commission  
222 South Riverside Plaza, Suite 1800  
Chicago, Illinois 60606  
(312)454-0400 fax (312)454-0411

12) Initial Regulatory Flexibility Analysis:

## NORTHEASTERN ILLINOIS PLANNING COMMISSION

## NOTICE OF PROPOSED AMENDMENT

- A) Types of small businesses, small municipalities and not for profit corporations affected: A Designated Management Agency (DMA) is a private or public entity that, under the provisions of the Clean Water Act, has responsibility for planning, treating or transporting domestic liquid wastewater and its residual solids. Only these entities may seek amendments to the Illinois Water Quality Management Plan. This includes agencies responsible for plan implementation by their own direct activities, agencies responsible for overseeing the performance of any person or entity through regulatory or other means, and agencies that review or coordinate overall water quality management agency actions (Areawide Water Quality Management Plan, 8.01(b)). Thus, small businesses or not for profit corporations are not designated management agencies. As regards to small municipalities, background discussions pertaining to the establishment of a water quality review schedule indicated that, in most cases, small municipalities will incorporate the fee costs into their existing development approval costs recapture processes.
- B) Reporting, bookkeeping or other procedures required for compliance:  
Submittal of fee is all that is required.
- C) Types of professional skills necessary for compliance: None

13) Regulatory Agenda on which this rulemaking was summarized: This rule was not included on either of the 2 most recent agendas because: a recent review of existing rules by the Northeastern Illinois Planning Commission disclosed the need for change.

The full text of the Proposed Amendment begins on the next page:

## NORTHEASTERN ILLINOIS PLANNING COMMISSION

## NOTICE OF PROPOSED AMENDMENT

TITLE 35: ENVIRONMENTAL PROTECTION

SUBTITLE C: WATER POLLUTION

## CHAPTER III: NORTHEASTERN ILLINOIS PLANNING COMMISSION

## PART 399

FEES FOR REVIEWING APPLICATIONS TO CHANGE THE BOUNDARIES OF A  
WASTEWATER FACILITY PLANNING AREA

## SUBPART A: GENERAL

| Section | Purpose                |
|---------|------------------------|
| 399.10  | Definitions            |
| 399.20  | Related Documents      |
| 399.30  | Applicability          |
| 399.40  | Relation to Other Fees |
| 399.50  | Severability           |

## SUBPART B: PROCEDURES FOR DETERMINATION AND PAYMENT OF FEES

| Section | Applicants Not Subject to Fees |
|---------|--------------------------------|
| 399.110 | Fee Calculation                |
| 399.120 | Manner of Payment              |
| 399.130 | Refund Agreements              |

## APPENDIX A Rates Charged Per Acre

AUTHORITY: Implementing and authorized by Section 33.5 of the Northeastern Illinois Planning Act [70 ILCS 1705/33.5].

SOURCE: Adopted at 18 Ill. Reg. 9470, effective June 9, 1994; amended at 21 Ill. Reg. 10057, effective June 17, 1997; amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_.

## NORTHEASTERN ILLINOIS PLANNING COMMISSION

## NOTICE OF PROPOSED AMENDMENT

## Section 399. APPENDIX A Rates Charged Per Acre

| Date Commission Receives Application | Column A<br>(With Agency Funding pursuant to Section 399.120) | Column B<br>(Without Agency Funding pursuant to Section 399.120) |
|--------------------------------------|---|--|
| 6/1/200097-5/31/200198               | \$10.00   | \$10.00  |
| 6/1/200198-5/31/200299               | \$10.00   | \$10.00  |
| 6/1/200299-5/31/20032000             | \$10.00   | \$10.00  |

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## DEPARTMENT OF PUBLIC AID

## NOTICE OF PROPOSED AMENDMENTS

1) Heading of the Part: Specialized Health Care Delivery Systems

2) Code Citation: 89 Ill. Adm. Code 146

|                            |                         |
|----------------------------|-------------------------|
| 3) <u>Section Numbers:</u> | <u>Proposed Action:</u> |
| 146.205                    | Amendment               |
| 146.210                    | Amendment               |
| 146.215                    | Amendment               |
| 146.220                    | Amendment               |
| 146.225                    | Amendment               |
| 146.230                    | Amendment               |
| 146.235                    | Amendment               |
| 146.245                    | Amendment               |
| 146.255                    | Amendment               |
| 146.290                    | Amendment               |

4) Statutory Authority: Section 12-13 of the Illinois Public Aid Code [305 ILCS 5/12-13]

5) Complete Description of the Subjects and Issues Involved: These proposed amendments to the Department's rules concerning the Supportive Living Facility (SLF) program provide rate methodology revisions and a number of changes and clarifications to the program requirements. These amendments are the result of observations by the SLF provider community and the Department regarding the initial years of SLF program operation. Discussions have resulted in a consensus regarding the SLF program areas that will benefit from changes in requirements and procedures. The proposed amendments include the following revisions:

Replacement of Request for Proposal (RFP) requirements by an application process;

Scoring revisions regarding SLF eligibility for potential residents;

Reimbursement methodology changes that will result in calculation simplification and an increased Medicaid rate;

A reimbursement change allowing payment for up to 30 days per year for a resident's temporary absence;

Addition of an initial resident assessment within 24 hours of admission to identify potential immediate problems; and

Expansion of the time-frame for completing the comprehensive assessment.

The Department anticipates that these proposed amendments will result in an expenditure for SLF services of approximately \$53,462 during fiscal

## DEPARTMENT OF PUBLIC AID

## NOTICE OF PROPOSED AMENDMENTS

year 2000. For fiscal year 2001, spending for SLF services is expected to be approximately \$907,108.

6) Will these proposed amendments replace emergency amendments currently in effect? No

7) Does this rulemaking contain an automatic repeal date? No

8) Do these proposed amendments contain incorporations by reference? No

9) Are there any other proposed amendments pending on this Part? No

10) Statement of Statewide Policy Objectives: These proposed amendments do not affect units of local government.

11) Time, Place and Manner in Which Interested Persons May Comment on this Proposed Rulemaking: Any interested parties may submit comments, data, views, or arguments concerning this proposed rulemaking. All comments must be in writing and should be addressed to:

Joanne Jones  
Office of the General Counsel  
Illinois Department of Public Aid  
201 South Grand Avenue East, Third Floor  
Springfield, Illinois 62763-0002  
217/524-0081

The Department requests the submission of written comments within 30 days after the publication of this notice. The Department will consider all written comments it receives during the first notice period as required by Section 5-40 of the Illinois Administrative Procedure Act [5 ILCS 100/5-40].

Any interested persons may review these proposed amendments at the Illinois Department of Human Services' local offices located in each county (except Cook County). In Cook County, the amendments may be reviewed at the Office of the Director, Illinois Department of Public Aid, and the Office of the Secretary, Illinois Department of Human Services, both located at 401 South Clinton, Seventh Floor, Chicago, Illinois. The amendments may be reviewed at all offices Monday through Friday from 8:30 A.M. until 5:00 P.M. These copies of the amendments are being made available for review in accordance with federal requirements at 42 CFR 447.205.

These proposed amendments may have an impact on small businesses, small municipalities, and not-for-profit corporations as defined in Sections 1-75, 1-80 and 1-85 of the Illinois Administrative Procedure Act [5 ILCS 100/1-75, 1-80, 1-85]. These entities may submit comments in writing to



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the Department at the above address in accordance with the regulatory flexibility provisions in Section 5-30 of the Illinois Administrative Procedure Act [5 ILCS 100/5-30]. These entities shall indicate their status as small businesses, small municipalities, or not-for-profit corporations as part of any written comments they submit to the Department.

12) Initial Regulatory Flexibility Analysis:

- A) Types of small businesses, small municipalities and not for profit corporations affected: Supportive Living Facilities
- B) Reporting, bookkeeping or other procedures required for compliance:  
None
- C) Types of professional skills necessary for compliance: None

- 13) Regulatory Agenda on Which this Rulemaking Was Summarized: This rule was not included on either of the two most recent agendas because: This rulemaking was not anticipated by the Department when the most recent regulatory agendas were published.

The full text of the proposed amendments begins on the next page:

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TITLE 89: SOCIAL SERVICES  
CHAPTER I: DEPARTMENT OF PUBLIC AID  
SUBCHAPTER d: MEDICAL PROGRAMS

PART 146  
SPECIALIZED HEALTH CARE DELIVERY SYSTEMS

SUBPART A: AMBULATORY SURGICAL TREATMENT CENTERS

| Section | General Description                                   |
|---------|---|
| 146.100 | Definitions   |
| 146.105 | Participation Requirements                            |
| 146.110 | Records and Data Reporting Requirements               |
| 146.115 | Covered Ambulatory Surgical Treatment Center Services |
| 146.125 | Reimbursement for Services                            |
| 146.130 |   |

SUBPART B: SUPPORTIVE LIVING FACILITIES

| Section | General Description                                  |
|---------|--|
| 146.200 | Definitions  |
| 146.205 | Structural Requirements                              |
| 146.210 | SLF Participation Requirements                       |
| 146.215 | Resident Participation Requirements                  |
| 146.220 | Reimbursement for Medicaid Residents                 |
| 146.225 | Staffing   |
| 146.230 | Resident Contract                                    |
| 146.235 | Assessment and Service Plan and Quarterly Evaluation |
| 146.240 | Resident Rights                                      |
| 146.245 | Discharge Criteria                                   |
| 146.250 | Grievance Procedure                                  |
| 146.255 | Records Requirements                                 |
| 146.260 | Quality Assurance Plan                               |
| 146.265 | Monitoring   |
| 146.270 | Termination or Suspension of SLF Provider Agreement  |
| 146.275 | Voluntary Surrender of Certification                 |
| 146.280 | Geographic Groups Areas                              |
| 146.285 |  |
| 146.290 |  |

**AUTHORITY:** Implementing Article III of the Illinois Health Finance Reform Act [20 ILCS 2215/Art. III] and implementing and authorized by Articles III, IV, V, VI and Section 12-13 of the Illinois Public Aid Code [305 ILCS 5/Arts. III, IV, V, VI and 12-13].

**SOURCE:** Old Part repealed at 14 Ill. Reg. 13800, effective August 15, 1990; New Part adopted at 20 Ill. Reg. 4419, effective February 29, 1996; emergency amendment at 21 Ill. Reg. 13875, effective October 1, 1997, for a maximum of 150 days; amended at 22 Ill. Reg. 4430, effective February 27, 1998; emergency

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amendment at 22 Ill. Reg. 13146, effective July 1, 1998, for a maximum of 150 days; amended at 22 Ill. Reg. 19914, effective October 30, 1998; amended at 23 Ill. Reg. 5819, effective April 30, 1999; emergency amendment at 23 Ill. Reg. 8256, effective July 1, 1999, for a maximum of 150 days; amended at 23 Ill. Reg. 13663, effective November 1, 1999; amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_.

## SUBPART B: SUPPORTIVE LIVING FACILITIES

## Section 146.205 Definitions

For purposes of this Part, the following terms shall be defined as follows:

"Activities of Daily Living" means eating, bathing, dressing, transferring, toileting, walking and grooming.

"Assessment" means either the federally mandated assessment instrument commonly referred to as minimum data set (MDS) or the Department designated resident assessment instrument designed for use in SLFs.

"Bank Nursing Facility Beds" means SLF providers that choose to participate by converting a distinct part of a nursing facility shall be allowed to retain the Certificate of Need for nursing beds that were converted.

"Complaint" means a phone call, letter or personal contact to the Department from a resident, family member or resident representative expressing a concern related to the health, safety or well-being of one or more SLF residents.

"Contract" means the written agreement between an SLF and the Department to provide all services set forth in this Subpart B.

"Department" means the Illinois Department of Public Aid.

"Direct Care Staff" means staff which provide assistance with activities of daily living or other personal needs or maintenance, or general supervision and oversight of the physical and mental well-being of an individual.

"Distinct Part" means a separate building or an entire wing or other physically identifiable space of an existing facility licensed under the Nursing Home Care Act or the Hospital Licensing Act that is operated distinguishably from the rest of the facility. The distinct part of a nursing facility will not be subject to provisions of the Nursing Home Care Act. The distinct part of a hospital continues to be subject to provisions of the Hospital Licensing Act while complying with provisions of this Subpart B. A distinct part does not include

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the conversion of an entire nursing facility or hospital.

"Follow-up Care" means the response to, and documentation of, the service plan which is discussed with, and agreed to by, the resident. It may include physician referrals, revision of the service plan to incorporate nursing services, health promotion counseling and teaching self care in meeting health needs.

"Freestanding Facility" means a separate building that is not part of an existing nursing facility or hospital. Freestanding facilities include conversion of an entire nursing facility or hospital.

"Licensed Nurse" means a person whose services are paid for by the SLF and who is licensed as a registered nurse, registered professional nurse, practical nurse or licensed practical nurse under the Illinois Nursing and Advanced Practice Nursing Act of 1987 [225 ILCS 65].

"Medicaid" means the Department's Medical Assistance Program.

"Medicaid Resident" means a person with a disability (as determined by the Social Security Administration) age 22 years and over, or a person who is age 65 years and over who has been determined eligible for Medicaid payment for SLF services. Eligibility for a person residing in an SLF shall be determined in accordance with 89 Ill. Adm. Code 120.10 and 120.61 (excluding subsection (f) of Section 120.61). Provisions for property transfers as described at 89 Ill. Adm. Code 120.387 shall apply to a person residing in an SLF. Provisions for the prevention of spousal impoverishment as described at 89 Ill. Adm. Code 120.379 shall apply to a person residing in an SLF.

"Medical Assistance Program" means the program administered under Article V of the Illinois Public Aid Code [305 ILCS 5/Art. V] or successor programs and Title XIX of the Social Security Act (42 USC 1396) and related federal and State rules and regulations.

"Rehabilitated Nursing Facility" means the conversion of a distinct part of an existing nursing facility into an SLF.

"Related Parties" means affiliates of the SLF; entities for which investments are accounted for by the equity method by the entire enterprise; trusts for the benefit of employees, such as pensions and profit-sharing trusts that are managed by or under the trusteeship of management; any general partner; management of the SLF; members of the immediate families of principal owners of the SLF or its management; and other parties with which the SLF may deal if one party controls or can significantly influence management or operating policies of the other to an extent that one of the transacting parties might be prevented from fully pursuing its own separate interests. An entity

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or person shall be deemed by the Department to be a related party if it can significantly influence management or operating policies of the transacting parties or if it has an ownership interest in one of the transacting parties and can significantly influence the other to an extent that one or more of the transacting parties might be prevented from fully pursuing its own separate interests.

"Resident" means a person living in an SLF, including Medicaid recipients as defined in this Section, as well as individuals who are not eligible for Medicaid payment for SLF services.

**"RPP"-means-a-Request-for-Proposal-**

"Room and Board" means the housing and meals provided under the resident contract.

"Services" means the personal and health care related services provided by the SLF pursuant to Section 146.230.

"Service Plan" means the written plan that is developed by a licensed nurse with input from the resident, or his or her designated representative, based upon the assessment and shall be completed within seven days after completion of the assessment.

"SLF or Supportive Living Facility" means a residential setting in Illinois that: provides or coordinates flexible personal care services, 24 hour supervision and assistance (scheduled and unscheduled), activities, and health related services with a service program and physical environment designed to minimize the need for residents to move within or from the setting to accommodate changing needs and preferences; has an organizational mission, service programs and a physical environment designed to maximize residents' dignity, autonomy, privacy and independence; and encourages family and community involvement.

"SSI" means Supplemental Security Income under Title XVI of the Social Security Act.

"Subcontractor" means any person who assumes any duties and responsibilities from the SLF ~~under this contract~~ for the performance of SLF services pursuant to Section 146.230 ~~an act for which the SLP has contracted with the Department.~~

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 146.210 Structural Requirements

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## a) Building Construction

- 1) The SLF's architectural plans shall conform to the current State building codes for the respective building type, local Fire and Life Safety Standards for health care occupancy or the 1997 National Fire Protection Association Life Safety Code (NFPA) 101, Chapter 22, Residential Board and Care Occupancies or local building codes if more stringent.
- 2) Each SLF shall meet accessibility standards as related to the Americans with Disabilities Act of 1990.
- 3) An SLF shall not have any apartments below grade level.
- 4) All freestanding sites consisting of two or more stories with 75 or fewer units shall have a minimum of one elevator available for resident use. All freestanding sites consisting of two or more stories with 76 or more units shall have a minimum of two elevators available for resident use.

## b) Heating and Air Conditioning

- 1) All residential apartments shall have individually controlled systems to maintain comfortable temperatures.
- 2) Buildings shall provide a heating and air conditioning system in public areas to maintain comfortable temperatures.

## c) Illumination

Illumination systems shall be installed and maintained to ensure sufficient lighting for general lighting, reading, night lighting for corridors, stairwells and emergency situations. There shall be adequate illumination for outdoor areas.

## d) Resident Apartments General Requirements - Freestanding Sites

- 1) Each SLF apartment shall have at least 300 square feet of living space, including closets and the bathroom, for a person living alone. Individuals wishing to share an apartment shall have no less than 450 square feet of living space, including closets and the bathroom.
- 2) Each apartment shall be equipped at a minimum with:
  - A) A door that locks from the inside;
  - B) A full bathroom as defined in this Section;
  - C) An emergency call system pursuant to Section 146.230(n);
  - D) Heating and cooling controls;
  - E) An individual mailbox which shall be located inside the building;
  - F) Wiring for private telephone lines;
  - G) Access to cable television or satellite dish; and
  - H) A sink, microwave oven or stove, and refrigerator with a separate freezer compartment.
- 3) Each SLF shall have a master key to each apartment to be used only in case of an emergency.
- 4) Each freestanding SLF shall consist of one building housing at least ten but no more than 150 apartments.

## e) Resident Apartments General Requirements - Rehabilitated Nursing Facilities



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- 1) Any nursing facility rehabilitating a portion of the facility to conform with SLF requirements shall convert a distinct part of existing facility space. Each SLF apartment shall have at least 160 square feet of living space, including closets and the bathroom, for a person living alone. Individuals wishing to share an apartment shall not have less than 320 square feet of living space, including closets and the bathroom.
- 2) Each apartment shall be equipped at a minimum with:
  - A) A door that locks from the inside;
  - B) A full bathroom as defined in this Section that may be between and shared by the adjoining apartment;
  - C) An emergency call system pursuant to Section 146.230(n);
  - D) Heating and cooling controls;
  - E) An individual mailbox which shall be located inside the building;
  - F) Wiring for private telephone lines;
  - G) Access to cable television or satellite dish; and
  - H) A sink, microwave oven or stove, and refrigerator with a separate freezer compartment.
- 3) Each SLF shall have a master key to each apartment to be used only in case of an emergency.
- 4) Each rehabilitated nursing facility shall consist of a distinct part of an existing facility housing at least ten apartments but no more than 150 apartments.
- f) Apartment Bathrooms
  - 1) Each bathroom shall be equipped with:
    - A) A toilet with surrounding grab bars;
    - B) A sink;
    - C) A bathtub and/or shower stall with surrounding grab bars;
    - D) Hot and cold running water with faucets that meet all marking standards for residential building codes; and
    - E) An emergency call system pursuant to Section 146.230(n).
  - 2) Each bathroom shall be a separate room and shall be designed to provide privacy.
  - 3) The SLF shall have at least one common bathing room which contains a bathtub and a roll-in shower which is wheelchair accessible to allow a five foot turning radius or utilize the American National Standards Institute T-shape or Y-shape, both of which have a non-skid surface, transfer seat and grab bars. Each bathing room shall have door locks to ensure privacy.
- g) Closet Space
 

Each apartment shall have minimum closet space of 90 cubic feet, or minimum floor dimensions of no less than 72 inches wide and 30 inches deep. Each closet shall be equipped with a door.
- h) Doors
  - 1) All doors in residential apartments, including entrance doors, shall be wheelchair accessible.
  - 2) Entrance doors to apartments shall have locking devices that are

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- i) Windows
 

All apartment windows shall be of transparent clear glass (except bathrooms) and large enough to permit viewing to the outside of the building. Apartments shall have at least one window with a sill height that permits viewing from a seated position.
- j) Common Areas
  - 1) The SLF shall have a minimum of two common areas that provide residents with space for socialization. The dining room may be used as one of the common areas.
  - 2) All common areas shall be accessible for wheelchair use and shall be designed and furnished to meet resident needs.
  - 3) Common areas shall be available for resident use at any time, provided such use does not disturb the health, safety, and well-being of other residents. Access to private or public outdoor recreation areas shall be available to all residents.
  - 4) ~~Each common area shall be equipped with an emergency call system pursuant to Section 146.230(n).~~
- k) Public Restrooms
  - 1) There shall be at least one public restroom that is handicapped accessible.
  - 2) All public restrooms shall be clean.
  - 3) All public restrooms shall contain toilet tissue, waste receptacles and hand drying means that cannot be reused. Soap shall be provided in a manner that minimizes contamination.
- l) Public Telephone
 

There shall be an accessible pay telephone in a common area that allows residents and others to conduct private conversations.
- m) Social and Recreational Areas
  - 1) Accessible public areas shall be provided for residents' social and recreational use.
  - 2) Social and recreational areas in rehabilitated nursing facilities shall be separate from those of the nursing facility. Rehabilitated nursing facilities may use the SLF dining room as a social and recreational area.
- n) Kitchens
  - 1) SLF kitchens in rehabilitated nursing facilities may be shared with the nursing facility.
  - 2) Food shall be prepared on-site in a full service kitchen. The food shall be freshly prepared each day and served in a central dining area.
  - 3) Notwithstanding requirements found in any local health or food preparation ordinances, the SLF shall have a kitchen that provides:

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- is constructed, protected, operated and maintained in conformance with State and local regulations.
- 2) Water temperatures in the central kitchen and laundry used for sanitizing shall meet the standards of the local and State health departments.
  - 3) Hot and cold running water with adequate water pressure shall be maintained.
  - 4) Drinking water shall be accessible to residents at all times in common areas and residential apartments.
- t) Waste Removal
- 1) Liquid wastes shall be collected, stored, and disposed of in accordance with State building and health regulations. Those liquid wastes resulting from compacting shall be disposed of as sewage.
  - 2) Sewage disposal shall be operated in compliance with State and local building and health department regulations.
  - 3) Solid waste containers for use inside and outside shall be insect-proof, rodent-proof, fire-proof, non-absorbent and water-tight containers with tight fitting lids.
  - 4) Indoor garbage containers shall be cleaned frequently enough to minimize the transmission of infection and attraction by insects and rodents.
  - 5) Garbage from the public areas of the building shall be collected daily, and garbage from the residential apartments shall be collected as needed. All garbage shall be held in approved receptacles outside the building for removal on a regular schedule. Garbage and trash shall be disposed of in accordance with local ordinances.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

Section 146.215 SLF Participation Requirements

- a) Facilities or distinct parts of facilities which are selected as SLFs and are in good standing with provisions contained in this Subpart B are exempt from the provisions of the Nursing Home Care Act [210 ILCS 45] and the Illinois Health Facilities Planning Act [20 ILCS 3960]. Nursing facilities rehabilitating a portion of the facility to conform with this Subpart B shall be allowed to bank their nursing facility beds until the conclusion of the project or until the facility wishes to withdraw from the project and convert the SLF beds back to NF beds. An SLF does not include:
  - 1) A home, institution, or other place operated by the federal government or agency thereof, or by the State of Illinois;
  - 2) A "long term care facility" licensed by the Nursing Home Care Act or Hospital Licensing Act. However, a nursing facility licensed under the aforementioned Acts can convert a distinct part to an

- A) Storage for non-perishable foods and perishable foods;
  - B) Food preparation areas with cleanable surfaces;
  - C) Capacity for resident food distribution at the appropriate temperature;
  - D) Kitchenware washing space as necessary to meet food service needs;
  - E) Hand washing areas separate from food washing areas;
  - F) Area to store and clean garbage cans and carts; and
  - G) Self-dispensing ice-making capability; and
- H) ~~Doors-between-the-kitchen-and-dining-area-that-are-lockable-~~
- o) Dining Areas
    - 1) The SLF shall have handicapped accessible dining space to accommodate residents.
    - 2) The dining area in rehabilitated nursing facilities shall be separate from the dining area of the nursing facility.
  - p) Laundry Rooms
    - 1) Laundry rooms for resident use:
      - A) In addition to laundry services provided under Section 146.230, at least one accessible washer and dryer shall be provided for resident use at no cost. The resident shall be responsible for the cost of all detergent and fabric softeners.
      - B) There shall be a sink for hand washing separate from sinks used for laundry rinsing in the laundry area.
      - C) There shall be an emergency call system pursuant to Section 146.230(n) in each laundry room available for resident use.
    - 2) Laundry rooms for SLFs:
      - A) If laundry is done on-site, the laundry equipment shall be located in a separate room from that of the laundry room used by the residents.
      - B) The SLF shall have space for laundry soiled with body secretions to be processed separately from other soiled linens and laundry.
      - C) There shall be a sink for hand washing separate from sinks used for laundry rinsing in the laundry area.
  - q) Housekeeping and Maintenance Areas
 

There shall be at least one lockable janitor closet in the building. All janitor closets shall have a source of hot and cold running water. Rehabilitated nursing facilities may use the same janitor closet as the nursing facility.
  - r) Smoking Areas
 

If smoking is permitted, it Smoking shall be restricted to areas equipped with ventilation to maintain non-smoking areas smoke-free, or to indoor areas that are separate from other common areas. These areas shall be in compliance with the Illinois Clean Indoor Air Act [410 ILCS 80].
  - s) Water Services
    - 1) The building water supply shall be taken from a water system that

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SUF. If the nursing facility elects to convert a distinct part, the facility retains the Certificate of Need for nursing beds that were converted;

- 3) Any "facility for child care" as defined in the Child Care Act of 1969 [225 ILCS 10];
- 4) Any "Community Living Facility" as defined in the Community Living Facilities Licensing Act [210 ILCS 35];
- 5) Any "community residential alternative" as defined in the Community Residential Alternatives Licensing Act [405 ILCS 30];
- 6) Any nursing home or sanitarium operated solely by and for persons who rely exclusively upon treatment by spiritual means through prayer, in accordance with the creed of any well recognized church or religious denomination;
- 7) Any facility licensed by the Department of Human Services as a community-integrated living arrangement as defined in the Community Integrated Living Arrangements Licensure and Certification Act [210 ILCS 135];
- 8) Any "Supportive Residence" licensed under the Supportive Residences Licensing Act [210 ILCS 65];
- 9) Freestanding hospice facilities [210 ILCS 60]; or
- 10) A "life care facility" as defined in the Life Care Facilities Act [210 ILCS 40].

c) In order to participate in the Supportive Living Program, an SUF must be certified by the Department. Certification application forms may be obtained by contacting the Department. To become certified, an SUF shall:

- 1) Submit an application to proceed toward certification.
  - A) Except as provided in subsection (c)(1)(B) of this Section, applications shall be accepted on a first come, first served basis. The Department shall review each application for accuracy and completeness and evaluate accurate and complete applications based upon factors including, but not limited to, geographic distribution, waiver limits, the needs of the population being served, and the compliance histories of other facilities owned or operated in the State of Illinois by the applicant or a related party. The Department shall notify the applicant in writing that the application has been approved or the reasons for its denial.
  - B) Supportive Living Program contracts with the Department for the Supportive Living Program prior to the implementation of the certification provisions of this subsection (c) shall submit applications for the Department's records. Accurate and complete applications shall be approved upon receipt of the application and of proof of site control.
  - C) The Department may withdraw approval of any application if the SUF fails to become operational (i.e., ready to admit residents) within 24 months after the Department's approval of the application. The applicant may make a written

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request that the Department grant an extension to the 24 months deadline. The Department may grant an extension in its sole discretion upon receipt from the applicant, prior to expiration of the 24 months, of written documentation justifying the extension.

- 2) Submit for approval sealed architectural plans, and any changes in those plans. For buildings that will be newly constructed or renovated, the sealed architectural plans shall be submitted prior to construction.
- 3) Submit for approval prior to use a model of every type of resident contract used by the SUF.
  - c) In order to become certified by the Department, an SUF shall:
    - 1) Be selected through the RFP process;
    - 2) Negotiate and execute a contract with the Department; and
    - 3) Submit a non-refundable \$500 application fee.
  - d) In order to participate as an enrolled Medicaid provider, an SUF shall:
    - 1) Be certified by the Department;
    - 2) Submit the following information to the Department at the time of initial enrollment and prior to any subsequent changes:
      - A) The name, address, and telephone number of the owner, operator and management agent;
      - B) The name of each member of the governing body of the entity is government sponsored;
      - C) Proof of not-for-profit status if claiming tax-exempt status;
      - D) Names of any officers, directors, partners or members of a governing body who have financial interest of at least five percent in the SUF's operation;
      - E) Any related party as defined in Section 146-205;
      - F) Any owner or related party with a felony conviction;
      - G) The name of the individual responsible for the management of the SUF;
      - H) The address, mailing address and telephone number of the SUF where services will be provided;
      - I) The name and address of service providers contracting with the SUF;
      - J) The maximum number of apartments that the SUF has available; the number of apartments set aside for Medicaid; and the number of apartments structured for two cohabitants;
      - K) The maximum number of residents that the SUF has the capacity to serve at any one time;
      - L) Sealed architectural plans and any changes thereto for new construction and renovation of an existing building; the Department or its designee shall review the sealed architectural plans for an existing facility that provides at least those services required under Section 146-207 and



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must approve such plans prior to enrolling the facility under the Medicaid Assistance Program.

4)3) Pass an on-site review--initially--and--annually--thereafter, conducted by the Department or its designee, which includes review of:

A) Documentation that demonstrates physical plant, health and sanitation, and food preparation compliance with local and county ordinances and regulations, compliance with current Fire and Life Safety standards for health care occupancy or the 1997 National Fire Protection Association Life Safety Code (NFPA) 101, Chapter 22, Residential Board and Care Occupancies, and State building codes for the respective building type and Section 146.210.

B) Assessment, service plan--and--the--provision--of--services identified--in--Section 146.230--to--ensure--that--resident--needs are met;

E) Patterns to ensure that the SLP has on-site staff sufficient in number to meet the needs of residents--Staff--shall demonstrate capacity within their job responsibilities to provide covered services and perform tasks;

B) Compliance with the Department's contract--provider agreement--and--resident contracts;

B) Grievance procedures.

F) Protection of individual rights and residents' involvement directing his or her own care;

C) Quality assurance policy and procedures established in accordance with Section 146.270.

H) Resident satisfaction surveys--The SLP shall conduct an annual resident satisfaction survey which shall be available for review by the Department or its designee--The resident satisfaction survey shall include, but not be limited to, whether the:

i) Residents have the opportunity to provide input into development and implementation of existing SLP policies and procedures;

ii) Existing SLP policies and procedures are clear to residents;

iii) Residents have access to existing SLP policies and procedures;

iv) Residents have a degree of control over personal lifestyle preferences;

v) Residents have access to common areas;

vi) Residents are satisfied with surroundings--as home--itself--and

vii) Residents have the opportunity to exercise personal lifestyle preferences and direct services according to personal preferences--for example, meal choices--and refusal of services;

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d) The SLP shall execute a Medicaid provider agreement with the Department.

e) The SLP shall be willing to accept the SSI rate (less \$90 for personal allowance) for room and board for Medicaid residents. If the private and Medicaid rates are different, the SLP shall be willing to reserve not less than 25 percent of its apartments for Medicaid residents. Those facilities willing to set a commensurate rate for both private pay and Medicaid residents are not required to reserve apartments for Medicaid residents but must be willing to accept Medicaid residents on a first come, first served basis.

f) SLP certification is not transferable or applicable to any location, provider, management agent or ownership other than that indicated on the Medicaid provider agreement and contract.

1) The Department shall be notified 60 days prior to a change of ownership or management. Change of ownership means a change of five percent or more.

2) The Department has the right to terminate its provider agreement contract with the SLP if the change of ownership involves a barred Medicaid provider.

3) The new ownership shall comply with the applicable certification requirements found in this Section 146.215.

4) The Department shall conduct an on-site certification review not later than at the time of the next annual certification review or within three months after the effective date of the change of ownership.

5) SLP certification shall be deemed to extend to the new owner until the Department separately certifies the SLP under the new owner.

g) The certification issued by the Department shall include:

1) Name and address of the SLP;

2) Name of the owner, operator and management agent for the housing and service entities involved in providing SLP services;

2)3) Maximum number of residents to be served at any time; and

3)4) Number of apartments certified in the SLP.

h) Providers certified for SLP shall not operate or maintain SLP housing and services in combination with a home health, home care, nursing home, hospital, residential care setting, congregate care setting or other type of residence or service agency unless those settings and services are licensed, maintained and operated as separate and distinct entities.

i) At least annually, the Department shall conduct an on-site review to ensure that the SLP is in compliance with the requirements of certification, which include review of:

1) Items listed in subsection (c)(4) of this Section.

2) Assessment, service plan and the provision of services identified in Section 146.230 to ensure that resident needs are met.

3) Patterns to ensure that the SLP has on-site staff sufficient in number to meet the needs of residents. Staff shall demonstrate

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capacity, within their job responsibilities, to provide covered services and perform tasks.

4) Compliance with resident contracts and the Department's provider agreement.

5) Protection of individual rights and a resident's involvement directing his or her own care.

6) Resident satisfaction surveys. The SLF shall conduct an annual resident satisfaction survey that shall be available for review by the Department.

The resident satisfaction survey shall include, but not be limited to, whether the:

A) Residents have the opportunity to provide input into development and implementation of existing SLF policies and procedures;

B) Existing SLF policies and procedures are clear to residents;

C) Residents have access to existing SLF policies and procedures;

D) Residents have a degree of control over personal lifestyle preferences;

E) Residents have access to common areas;

F) Residents are satisfied with surroundings as "home-like"; and

G) Residents have the opportunity to exercise personal lifestyle preferences and direct services according to personal preferences (for example, meal choices and refusal of services).

#### 7) Renewal of Certification

1) Unless the SLF is notified by the Department 30 days prior to termination of the contract, the certification is automatically renewed.

2) The Department shall refuse to renew a certification pursuant to Section 146-200 if the SLF is not in compliance with all applicable laws and statutes, ordinances, codes or Department rules and requirements for the SLF.

3) The SLF shall comply with enrollment conditions identified in 89 Ill. Adm. Code 140.11.

4) The SLF shall comply with the Americans with Disabilities Act of 1990.

5) The SLF shall submit to the Department all marketing materials prior to their use. If the Department does not notify the SLF of approval or disapproval of submitted materials within 30 days after submission, the SLF may begin to use those materials. The Department reserves the right to disapprove any materials or require changes at any time, provided that any such changes are consistent with, or required by, applicable law.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

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## Section 146.220 Resident Participation Requirements

a) The SLF may admit or retain Medicaid residents whose needs can be met through the services described in Section 146.230. These persons would typically have a score of 29-47 29-40 on the Determination of Need (DON) and need assistance in one or more activities of daily living. These persons must meet all of the following criteria:

1) Be age 22 years or over with a disability (as determined by the Social Security Administration) or elderly (age 65 years or over).

2) Be screened by the Department or its designee and found to be in need of nursing facility level of care. Persons transferring from a nursing facility to an SLF must be screened prior to admission to an SLF and found to be in need of nursing facility level of care.

3) Be without a primary or secondary diagnosis of developmental disability or chronic mental illness. (Developmental disability is defined as a disability which is attributable to mental retardation or a related condition.)

4) Be certified by a physician as requiring the level of care provided in a supportive living facility.

5) Have income no less than the current maximum allowable amount of Supplemental Security Income (SSI) for a single person. An individual sharing an apartment may qualify for SLF services if that individual has income equal to or greater than the individual's share of the SSI rate for a married couple.

b) All private pay individuals seeking admission to an SLF shall be screened by the Department or its designee. Private pay individuals who choose to be admitted into an SLF when the screening assessment does not justify nursing facility level of care need not be denied access to the SLF. Private pay residents seeking to convert to Medicaid while residing in an SLF shall be screened prior to the point of conversion by the Department or its designee and shall be found to be in need of nursing facility level of care before Medicaid payment may be authorized.

c) All individuals seeking admission to an SLF shall have documentation of a tuberculosis test administered in the three months prior to admission that indicates the absence of active tuberculosis.

d) The SLF shall encourage families of residents with impairments that limit the resident's decision making ability to arrange to have a responsible party or guardian represent the resident's interests. All residents shall be presented information by the SLF about advance directives including the Durable Power of Attorney for Health Care.

e) A Medicaid resident of an SLF cannot participate in the Department on Aging's Community Care Program or the Department of Human Services' Home Services Program.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)



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## Section 146.225 Reimbursement for Medicaid Residents

SLFs shall accept the reimbursement provided in this Section as payment in full for all services provided to Medicaid residents.

- a) Unless otherwise established by contract, SLFs shall be reimbursed according to this Section. The Department shall establish its portion of the reimbursement for Medicaid residents by calculating 60 percent of the weighted average (weighted by Medicaid patient days) nursing facility rates for the geographic grouping as defined in Section 146.290. Each SLF shall be paid 60 percent of the weighted average nursing facility geographic group rate, based upon the nursing facility geographic group in which it is located. The rates paid to SLFs shall be reviewed annually, and adjusted, if necessary, on October 1 to assure that the rates coincide with 60 percent of weighted average nursing facility geographic group rates.

- b) The payment rate received by the SLF from the Department for services, with the exception of meals, provided in accordance with Section 146.230 shall constitute the full and complete charge for services rendered. Additional payment, other than patient credits authorized by the Department, may not be accepted. Meals are included in the room and board amount paid by the resident.

- a) The Department shall establish its portion of the reimbursement for Medicaid residents of SLFs under contract with the SLFs in accordance with the following methodology: The following provisions apply to the methodology described in this subsection: (a) The average reimbursement rate shall mean the arithmetic mean. The reimbursement rate for SLFs shall be determined by the Department using available data for nursing home residents who are comparable to residents who would qualify for admission into an SLF pursuant to Section 146.220.

1) Preexisting SLFs. The rate is calculated as follows:

- A) Step one: Determine the average reimbursement rate for residents of nursing facilities who are comparable to residents who qualify for admission into an SLF located in the same geographic region as defined in Section 146.290.

- B) Step two: Deduct from the rate in step one the average amount contributed pursuant to 89-III-Adm-Code-120-61 by Medicaid residents toward their nursing facility care within that region.

- C) Step three: Determine the product of 0.75 and the difference remaining in step two. The rate cannot exceed the calculated result in step three.

- 2) Rehabilitated Nursing Facilities. The reimbursement rate for rehabilitated nursing facilities shall not exceed the greater of:

- A) The reimbursement rate determined under subsection (a)(1) of this Section; or
- B) The rate calculated as follows:

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- 1) Step one: Determine the average reimbursement rate for residents of the nursing facility being rehabilitated who are comparable to residents who would qualify for admission into an SLF.

- 2) Step two: Deduct from the rate in step one the average amount contributed pursuant to 89-III-Adm-Code-120-61 by Medicaid residents toward their facility care within that region.

- 3) Step three: Determine the product of 0.75 and the difference remaining in step two. The rate cannot exceed the calculated result in step three.

- c) Single Occupancy: Each Medicaid resident of an SLF shall be allotted \$90 per month as a deduction from his or her income as a protected amount for personal use. The SLF may charge each Medicaid resident no more than the current SSI rate for a single individual less \$90 for room and board charges. Any income remaining after deduction of the protected \$90 and room and board charges shall be applied first towards medical expenses not covered under the Department's Medical Assistance Program. Any income remaining after that shall be applied to the charges for SLF services paid by the Department.

- d) Double Occupancy: In the event a Medicaid eligible resident chooses to share an apartment, the Medicaid resident of an SLF shall be allotted \$90 per month as a deduction from his or her income as a protected amount for personal use. The SLF may charge each Medicaid resident no more than the resident's share of the current SSI rate for a couple less \$90 for room and board charges. The room and board rate for two Medicaid eligible individuals sharing an apartment cannot exceed the SSI rate for a married couple even if the two individuals sharing an apartment are unrelated. Any income of an individual remaining after deduction of the protected \$90 and room and board charges shall be applied first towards that individual's medical expenses not covered under the Department's Medical Assistance Program. Any income of an individual remaining after that shall be applied to that individual's charges for SLF services paid by the Department. If one, or both, of the individuals sharing an apartment is not Medicaid eligible, the SLF is free to negotiate its own rate with the non-Medicaid individual or individuals.

- e) The room and board charge for Medicaid residents shall only be increased when the SSI amount is increased. Any room and board charge increase shall not exceed the amount of the SSI increase.

- f) Payment No-SLF payment shall be made by the Department for up to 30 days per State fiscal year during a Medicaid resident's temporary absence from the SLF when the absence is due to situations including but not limited to hospitalization or vacation. The resident shall continue to be responsible for room and board charges during any absence. Refer to Section 146.255(b) and (d) for involuntary discharge criteria relating to temporary absence. Nursing facilities that have a distinct part certified as an SLF shall not consider



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converted beds in the nursing facility's licensed capacity when calculating the 93 percent occupancy level for bed reserve payment pursuant to 89 Ill. Adm. Code 140.523.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 146.230 Services**

a) An SLF must combine housing, personal and health related services in response to the individual needs of residents who need help in activities of daily living. Supportive services shall be available 24 hours per day to meet scheduled and unscheduled needs in a way that promotes resident self-direction and participation in decisions that emphasize independence, individuality, privacy, dignity and autonomy in a residential setting.

b) ~~The payment rate received by the SLF from the Department for services provided in accordance with this Section shall constitute the full and complete charge for services rendered. Additional payment, other than patient credits authorized by the Department, may not be accepted.~~

b) ~~c)~~ Nursing Services

1) The SLF shall provide for an assessment and service plan pursuant to Section 146.245, initially and annually thereafter, for each SLF resident.

2) When a resident is temporarily unable to administer his or her own medications, the medications shall be administered by a licensed nurse.

3) Nursing services shall include medication set-up (such as preparing weekly pill caddies with that week's medication) and follow-up care that is conducted by a licensed nurse.

4) Other nursing services include episodic and intermittent health promotion or disease prevention counseling and teaching self-care in meeting routine and special health care needs that can be done by other staff under the supervision of a registered nurse.

5) All nursing services shall be provided in accordance with the Illinois Nursing Act of 1987 [225 ILCS 65].

c) ~~d)~~ Personal Care

1) The SLF shall provide personal care services for residents, including but not limited to assistance with bathing, eating, dressing, personal hygiene, grooming, toileting, ambulation and transfer.

2) Upon request by the resident, the SLF shall assist in making medical appointments and arranging for transportation to and from the source of medical treatment (payment for medical transportation shall be made in accordance with 89 Ill. Adm. Code 140.490 through 140.492).

3) Personal care services shall be delivered by certified nursing assistants who meet the qualifications described in Section

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146.235(f)(1).

d) ~~e)~~ Medication Oversight and Assistance in Self-Administration

1) Reminding the resident to take his or her medications;

2) Taking medication from where it is stored in the apartment and handing it to the resident when requested to do so by the resident;

3) Opening or uncapping medication containers for physically impaired residents; and

4) Assisting physically impaired residents in the removal of the medication from the container and assisting the resident in consuming or applying the medication when requested to do so by the resident (i.e., placing a dose in a container and placing the container to the mouth of the resident).

e) ~~f)~~ Meals

1) The SLF shall provide three meals per day, or two meals per day (noon and evening meals) and a breakfast bar. The meals shall include therapeutic diets as ordered by a physician. The daily food allowance for each resident shall meet the basic food pattern for a general diet for an adult following the recommendations of the Food and Nutrition Board, National Research Council.

2) The SLF shall make available beverages, including coffee, fruit juice and snack foods. This may be accomplished through the use of vending machines.

3) The same menu options shall be offered to all residents regardless of payment source unless there are therapeutic diets ordered by a physician.

4) All menus served shall be kept on file for not less than four months.

5) Supplies of staple foods for a minimum of a one week period and of perishable foods for a minimum of a two day period shall be maintained on the premises. Supplies shall be appropriate to meet the requirements of the menu.

6) Records of all food purchased shall be kept on file for not less than 18 months.

7) The SLF shall store, prepare, distribute and serve food in a manner to protect against contaminants and spoilage and to insure the preparation and serving of food at safe and palatable temperatures.

8) The SLF shall provide and maintain clean and sanitary central kitchen and dining areas. The SLF shall ensure a sanitary and adequate supply of eating and drinking utensils and pots and pans for preparing food in the central kitchen and dining areas.

9) Residents shall be provided with written information about menu plans. Menu cycles shall not be repeated within a one week time frame. There shall be an established mechanism for residents to provide input into the selection and preparation of food.

10) Residents may obtain, prepare and store food in residential

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apartments if doing so does not represent a health or safety hazard to others.

- 11) Each resident shall be provided with meal service in his or her apartment as a time limited service during periods of documented illness.

f)g) Laundry

- 1) Laundry service shall be provided by the SLF if requested by a resident.
- 2) The SLF shall provide for the appropriate handling, cleaning, and storage of routine personal laundry, laundry soiled with body secretions and all other laundry. This includes all detergent and fabric softeners required to perform normal routine laundry service at no cost to the resident.
- 3) The SLF shall provide on-site laundry equipment for resident use in accordance with Section 146.210.
- 4) Laundry service does not include dry cleaning services.

g)h) Housekeeping

- 1) The SLF shall provide for general housekeeping services at least weekly (house cleaning, laundry, bed making, changing of linens, dusting and vacuuming).
- 2) All housekeeping services provided in residential apartments shall take into account individual habits and lifestyle preferences.
- 3) All public areas shall be maintained in a clean and orderly condition.
- 4) All bathing rooms shall be maintained in a clean and orderly condition.

h)i) Maintenance

- 1) Residential apartments shall be maintained in good repair.
- 2) The building and grounds shall be maintained clean and free of hazards, with all systems maintained in good working order.

i)j) Social and Recreational Programming

- 1) The SLF shall facilitate the involvement of individual and community volunteer activities with and for residents.
- 2) The SLF shall provide programs at least twice weekly, which include on-site programs as well as off-site trips, allowing for social and recreational programs for the residents. Transportation shall be provided by the SLF for scheduled activities off-site.
- 3) The SLF shall provide access to opportunities for scheduled and unscheduled individual and group socialization within the SLF and in the larger community.

j)k) Ancillary Services

- 1) The SLF shall provide transportation for scheduled group shopping and other community and social activities.
- 2) The SLF shall assist a resident in obtaining needed and preferred services offered outside the SLF at his or her request.
- 3) When a resident is temporarily unable to shop, the SLF shall

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provide shopping assistance.

k)l) 24 Hour Response/Security Staff

- 1) Response/security staff shall be available on the premises 24 hours a day to respond to scheduled or unpredictable needs and emergency calls from residents. Staff shall possess certification in emergency resuscitation. The SLF shall provide one staff person for facilities with ten to 75 apartments, and a second staff person for facilities with 76 to 150 apartments.
- 2) Security shall be provided 24 hours a day and shall include lockable entrances (accessibility controlled by SLF staff for security purposes during overnight hours) and on-site personnel. All residents shall have 24 hour access.
- 3) Rehabilitated nursing facilities participating in SLF shall have separate staff on-site in the SLF.

l)m) Health Promotion and Exercise Programming

- 1) The SLF shall offer and encourage the use of health promotion and exercise programs for its residents.
- 2) The SLF shall develop programs to be held not less frequently than three times per week geared toward promoting better health and fitness of the residents. These programs are in addition to the social and recreational programming described in this Section.

m)n) Emergency Call System

- 1) At least two electronic devices shall be available in each apartment to enable the resident to secure help in an emergency. A One device shall be located in each bathroom and each bedroom. ~~The second device shall be located in the bedroom.~~
- 2) Electronic devices shall be available in each common area, each public restroom, each common bathing room and each laundry room for resident use to enable residents to secure help in an emergency.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 146.235 Staffing**

- a) The SLF shall ensure that a manager shall be at the SLF during normal business hours plus whenever necessary to ensure attention to the management and administration of the resident contracts. Staff shall have access to the manager or the manager's designee at all times.
- b) The manager shall have at least five years experience in providing health care services to adults with disabilities or the elderly population either in an assisted living program, inpatient hospital, long term care setting, adult day care or in a Department approved health related field. The manager shall also have at least two years of progressive management experience.
- c) Licensed and certified staff sufficient in number to meet the needs of

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- residents in conjunction with the contractual agreements shall be provided.
- d) Nursing facility staff may be utilized in a rehabilitated nursing facility but may not be on duty in both the nursing facility and SLF at the same time.
- e) Staff and subcontractors shall receive documented training by qualified individuals in their area or areas of responsibility. Training shall be geared toward the manner in which services are to be performed and include techniques for working with persons with disabilities and the elderly populations. This training may have occurred prior to employment with the SLF or may occur after employment begins. In any case, the training shall take place no later than 30 days after beginning employment with the SLF. Staff shall be provided with and the SLF shall provide evidence of semi-annual training in areas related to their employment. All training materials shall be available for review by the Department.
- f) The SLF shall employ certified nursing assistants who are at least 18 years of age and comply with the following:

- 1) Qualifications:
  - Must have successfully completed, or be enrolled in and actively pursuing completion of, a nursing assistant training course or a Department of Public Health approved equivalent training and competency evaluation.
- 2) Job responsibilities shall include, but not be limited to:
  - A) Follow and help carry out a resident's written service plan;
  - B) Provide personal care services for residents, including but not limited to bathing, eating, dressing, personal hygiene, grooming, toileting, ambulation and assistance with transfer;
  - C) Observe the resident's functioning, maintain written records of the observations and report any changes to the licensed nurse; and
  - D) Attend initial training, in-service training sessions and staff conferences.
- g) At a minimum, the SLF shall contract with a dietitian who shall come on-site at least twice per quarter for a period of not less than a cumulative total of eight hours. The dietitian shall comply with the following:
  - 1) The dietitian is a person who is a licensed dietitian as provided in the Dietetic and Nutrition Services Practice Act [225 ILCS 30].
  - 2) Job responsibilities shall include, but not be limited to, consultation and training in all food service procedures such as menu planning and review, food preparation, food storage, food service, safety, sanitation and management of therapeutic diets.
- h) The SLF shall employ a minimum of one cook who shall have at least one year of experience in commercial food preparation.
- i) Twenty-four hour response staff shall be at least 18 years of age with

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- a high school diploma or a GED. Response staff shall possess certification in emergency resuscitation. The staff shall respond to scheduled or unpredictable needs and emergency calls from residents.
- j) Nurses on staff, or subcontracted for, shall be licensed by the State of Illinois and shall be responsible for nursing services set forth in Section 146.230.
- k) The SLF shall designate a trained staff person to be responsible for planning and directing social and recreational activities. This person shall be at least 18 years of age with a high school diploma or a GED.
- l) All certified nursing assistants shall have a criminal history background check that conforms to the Health Care Worker Background Check Act [225 ILCS 46]. No SLF shall knowingly hire, employ or retain any individual in a position, with duties involving direct care for residents, who has been convicted of committing or attempting to commit one or more of the offenses defined under the Health Care Worker Background Check Act unless that individual has obtained a waiver issued by the Department of Public Health. An SLF may conditionally employ an applicant to provide direct care for up to three months pending the results of the criminal history record check.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 146.245 Assessment and Service Plan and Quarterly Evaluation

- a) Assessment: The SLF provider shall conduct a standardized interview geared toward the resident's service needs at or before the time of occupancy. The SLF shall complete an initial assessment within 24 hours after of admission that identifies potential immediate problems and annuallity thereafter. The SLF shall complete a comprehensive assessment within 14 days after admission and annually thereafter. Each the assessment shall be completed by, or co-signed by, a registered nurse.
- b) Service Plan: Within seven days after completion of the comprehensive assessment, a written service plan shall be developed by, or co-signed by, a registered nurse, with input from the resident and his or her designated representative. A written service plan shall be developed within seven days after completion of the assessment by or co-signed by a registered nurse with input from the resident and his or her designated representative. The service plan shall include a description of expected outcomes, approaches, frequency and duration of services provided and whether the services will be provided by licensed or unlicensed staff. The service plan shall document any services recommended by the SLF that are refused by the resident. The service plan shall be reviewed and updated in conjunction with the quarterly evaluation or as dictated by changes in resident needs or preferences.



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- c) Quarterly Evaluation: A quarterly evaluation of the health status of each resident using a Department designated form or the MDS quarterly shall be completed by, or co-signed by, a registered nurse.
- d) The SLF shall have procedures in place to alert the resident, his or her physician and his or her representative, as designated, when a change in a resident's mental or physical status is observed by staff. Such reporting shall be within 24 hours after observation. The SLF staff shall be responsible for reporting only those changes that should be apparent to observers familiar with the conditions of older persons and persons with disabilities.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 146.255 Discharge Criteria

- a) If a resident does not meet the terms for occupancy as stated in the resident contract, discharge proceedings shall not commence until there has been discussion with the resident and his or her designated representative concerning the reason for involuntary discharge.
- b) The SLF shall provide a resident with 30 days written notice of proposed discharge unless such a delay might jeopardize the health, safety, and well-being of the resident or others. An SLF may provide the 30 day written notice on the first day of an unpaid temporary absence or at any point during the unpaid temporary absence.
- c) The SLF shall prepare plans to ensure safe and orderly discharge and protect resident health, safety, welfare and rights.
- d) A resident may be involuntarily discharged only if one or more of the following occurs:
- 1) He or she poses an immediate threat to self or others.
  - 2) He or she needs mental health services to prevent harm to self or others.
  - 3) He or she has breached the conditions of the resident contract.
  - 4) The SLF has had its certification terminated, suspended, not renewed, or has voluntarily surrendered its certification.
  - 5) The SLF cannot meet the resident's needs with available support services.
  - 6) The resident has received proper notice of failure to pay by the SLF. This subsection (d)(6) does not apply to Medicaid residents when the failure to pay relates to the Medicaid payment.
  - 7) ~~The resident exceeds the SLF's policy for what constitutes a temporary absence from the SLF. A temporary absence shall not be considered a basis for an involuntary discharge until the SLF has gone no less than 30 consecutive days without reimbursement for covered services.~~
- e) The notice required in subsection (b) of this Section shall not apply in any of the following instances:
- 1) When an emergency discharge is mandated by the resident's health

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- care or mental health needs and is in accord with the written orders and medical justification of the attending physician.
- 2) When the discharge is mandated to ensure the physical safety of the resident and other residents as documented in the resident record.
- f) The notice required in subsection (b) of this Section shall be on a form prescribed by the Department and shall contain all of the following:
- 1) The stated reason for the proposed discharge;
  - 2) The effective date of the proposed discharge;
  - 3) A statement in not less than 14-point type, which reads: "You have a right to appeal the SLF's decision to discharge you. You may file a request for a hearing with the Department within ten days after receiving this notice. If you request a hearing, you will not be discharged during that time unless you are unsafe to yourself or others. If the decision following the hearing is not in your favor, you will not be discharged prior to the tenth day after receipt of the Department's hearing decision unless you are unsafe to yourself or others. A form to appeal the SLF's decision and to request a hearing is attached. If you have any questions, call the Department at the telephone number listed below."
  - 4) A hearing request form, together with a postage paid preaddressed envelope to the Department; and
  - 5) The name, address, and telephone number of the person charged with the responsibility of supervising the discharge.
- g) A request for hearing made under subsection (f) of this Section shall stay a discharge pending a hearing or appeal of the decision, unless a condition which would have allowed discharge in less than 30 days as described under subsections (e)(1) and (2) of this Section develops in the interim.
- h) A copy of the notice required by subsection (b) of this Section shall be placed in the resident's record and a copy shall be transmitted to the resident and the resident's designated representative.
- i) When nonpayment is the basis for involuntary discharge, the resident shall have the right to redeem up to the date that the discharge is to be made and then shall have the right to remain in the SLF.
- j) In determining whether a discharge is justified, the burden of proof in the hearing rests with the entity requesting the discharge.
- k) If the Department determines that a discharge is justified under subsection (d) of this Section, the resident shall not be required to leave the SLF before the tenth day after receipt of the Department's hearing decision unless a condition which would have allowed discharge as described under subsections (e)(1) and (2) of this Section develops in the interim.
- l) The SLF shall offer relocation assistance to residents discharged under this Section, including information on available alternative placements. A resident or his or her designated representative shall

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be involved in planning the discharge and shall choose among the available alternative placements. Where an emergency makes prior resident involvement impossible, the SLF may arrange for a temporary placement until a final placement can be arranged. The SLF may offer assistance in relocating from a temporary to a final placement.

m) When a resident discharges on a voluntary basis, he or she shall provide the SLF with 30 days written notice of intent to discharge, except where a delay would jeopardize the health, safety, and well-being of the resident or others.

n) In cases of discharge under subsection (d), (e), (m) or (o) of this Section, the resident is no longer bound by the resident contract.

o) The Department may discharge any resident from an SLF when any of the following conditions exist:

1) The Department has terminated or suspended the SLF certification.  
2) The SLF is closing or surrendering its certification and arrangement for relocation of the resident has not been made at least 30 days prior to closure or surrender.

3) The Department determines that an emergency exists which requires immediate discharge of the resident.

p) In the event of a Department initiated discharge, the Department may offer relocation assistance to residents. A resident or his or her designated representative shall be involved in planning the discharge and shall choose among the available alternative placements.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 146.290 Geographic Groups Areas

These geographic groups areas define boundaries, according to counties, that are used in rate setting for supportive living facilities.

a) Chicago -- ~~City-of-Chicago~~, Cook (including the city of other--than Chicago), DuPage, Kane, Lake and McHenry.

b) South Suburb -- Grundy, Kankakee, Kendall and Will.

c) South -- Alexander, Clay, Crawford, Edwards, Effingham, Fayette, Franklin, Gallatin, Hamilton, Hardin, Jackson, Jasper, Jefferson, Johnson, Lawrence, Marion, Massac, Perry, Pope, Pulaski, Randolph, Richland, Saline, Union, Wabash, Washington, Wayne, White and Williamson.

d) St. Louis -- Bond, Clinton, Madison, Monroe and St. Clair.

e) Central -- Bureau, Champaign, Clark, Coles, Cumberland, DeWitt, Douglas, Edgar, Ford, Fulton, Henderson, Iroquois, Knox, LaSalle, Livingston, Macon, Marshall, McDonough, McLean, Moultrie, Peoria, Piatt, Putnam, Shelby, Stark, Tazewell, Vermillion, Warren and Woodford.

f) West Central -- Adams, Brown, Calhoun, Cass, Christian, Greene, Hancock, Jersey, Logan, Macoupin, Mason, Menard, Montgomery, Morgan, Pike, Sangamon, Schuyler and Scott.

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g) Northwest -- Boone, Carroll, Dekalb, Henry, Jo Daviess, Lee, Mercer, Ogle, Rock Island, Stephenson, Whiteside and Winnebago.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## DEPARTMENT OF REVENUE

## NOTICE OF PROPOSED AMENDMENTS

1) Heading of the Part: Retailers' Occupation Tax2) Code Citation: 86 Ill. Adm. Code 1303) Section Numbers: 130.340  
Proposed Action:  
Amendment4) Statutory Authority: 35 ILCS 120

5) A Complete Description of the Subjects and Issues Involved: This proposed rulemaking implements the provisions of P.A. 91-0587. It defines how a motor vehicle or trailer (including property purchased for the purpose of being attached to those motor vehicles and trailers) may qualify for the rolling stock exemption by carrying persons or property for hire in interstate commerce on 15 or more occasions in a 12-month period. This proposal provides that the vehicle or trailer must be used in a qualifying manner in consecutive 12-month periods beginning on the date of title or registration of the vehicle or trailer. It also sets out that this standard is to be applied to all periods in which the tax liability for the vehicle or trailer has not become final or for which the statute of limitations for filing a claim has not expired. Some examples are also provided.

6) Will this proposed amendment replace an emergency rule currently in effect? No7) Does this rulemaking contain an automatic repeal date? No8) Does this proposed amendment contain incorporations by reference? No9) Are there any other proposed amendments pending on this Part? No10) Statement of Statewide Policy Objectives: This rulemaking does not create a State mandate, nor does it modify any existing State mandates.

11) Time, Place and Manner in which interested persons may comment on this proposed rulemaking: Persons who wish to submit comments on this proposed rulemaking may submit them in writing by no later than 45 days after publication of this notice to:

Terry D. Charlton  
Associate Counsel  
Illinois Department of Revenue  
Legal Services Office  
101 West Jefferson  
Springfield, Illinois 62794  
(217) 782-6996

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12) Initial Regulatory Flexibility Analysis:

A) Types of small businesses, small municipalities and not-for-profit corporations affected: Any small business that engages in the business of transporting persons or property for hire in interstate commerce.

B) Reporting, bookkeeping or other procedures required for compliance: This proposed rulemaking will simplify the bookkeeping requirements necessary for documenting whether a vehicle or trailer will qualify for the rolling stock exemption.

C) Types of professional skills necessary for compliance: None

13) Regulatory Agenda on which this rulemaking was summarized: January 2000

The full text of the Proposed Amendments begins on the next page:



## DEPARTMENT OF REVENUE

## NOTICE OF PROPOSED AMENDMENTS

## TITLE 86: REVENUE

## CHAPTER I: DEPARTMENT OF REVENUE

## PART 130

## RETAILERS' OCCUPATION TAX

## SUBPART A: NATURE OF TAX

| Section |  |
|---------|--|
| 130.101 | Character and Rate of Tax  |
| 130.105 | Responsibility of Trustees, Receivers, Executors or Administrators |
| 130.110 | Occasional Sales   |
| 130.111 | Sale of Used Motor Vehicles by Leasing or Rental Business          |
| 130.115 | Habitual Sales   |
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 ILLUSTRATION A: Examples of Tax Exemption Cards  
 AUTHORITY: Implementing the Illinois Retailers' Occupation Tax Act [35 ILCS 120] and authorized by Section 39b3 of the Civil Administrative Code of Illinois [20 ILCS 2505/39b3].  
 SOURCE: Adopted July 1, 1933; amended at 2 Ill. Reg. 50, p. 71, effective December 10, 1978; amended at 3 Ill. Reg. 12, p. 4, effective March 19, 1979; amended at 3 Ill. Reg. 13, pp. 93 and 95, effective March 25, 1979; amended at 3 Ill. Reg. 23, p. 164, effective June 3, 1979; amended at 3 Ill. Reg. 25, p. 229, effective June 17, 1979; amended at 3 Ill. Reg. 44, p. 193, effective October 19, 1979; amended at 3 Ill. Reg. 46, p. 52, effective November 2, 1979; amended at 4 Ill. Reg. 24, pp. 520, 539, 564 and 571, effective June 1, 1980; amended at 5 Ill. Reg. 818, effective January 2, 1981; amended at 5 Ill. Reg. 3014, effective March 11, 1981; amended at 5 Ill. Reg. 12782, effective November 2, 1981; amended at 6 Ill. Reg. 2860, effective March 3, 1982; amended at 6 Ill. Reg. 6780, effective May 24, 1982; codified at 6 Ill. Reg. 8229; recodified at 6 Ill. Reg. 8999; amended at 6 Ill. Reg. 15225, effective December 3, 1982; amended at 7 Ill. Reg. 7990, effective June 15, 1983; amended



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at 8 Ill. Reg. 5319, effective April 11, 1984; amended at 8 Ill. Reg. 19062, effective September 26, 1984; amended at 10 Ill. Reg. 1937, effective January 10, 1986; amended at 10 Ill. Reg. 12067, effective July 1, 1986; amended at 10 Ill. Reg. 19538, effective November 5, 1986; amended at 10 Ill. Reg. 19772, effective November 5, 1986; amended at 11 Ill. Reg. 4325, effective March 2, 1987; amended at 11 Ill. Reg. 6252, effective March 20, 1987; amended at 11 Ill. Reg. 18284, effective October 27, 1987; amended at 11 Ill. Reg. 18767, effective October 28, 1987; amended at 11 Ill. Reg. 19138, effective October 29, 1987; amended at 11 Ill. Reg. 19696, effective November 23, 1987; amended at 12 Ill. Reg. 5652, effective March 15, 1988; emergency amendment at 12 Ill. Reg. 14401, effective September 1, 1988, for a maximum of 150 days, modified in response to an objection of the Joint Committee on Administrative Rules at 12 Ill. Reg. 19531, effective November 4, 1988, not to exceed the 150 day time limit of the original rulemaking; emergency expired January 29, 1989; amended at 13 Ill. Reg. 11824, effective June 29, 1989; amended at 14 Ill. Reg. 241, effective December 21, 1989; amended at 14 Ill. Reg. 872, effective January 1, 1990; amended at 14 Ill. Reg. 15463, effective September 10, 1990; amended at 14 Ill. Reg. 16028, effective September 18, 1990; amended at 15 Ill. Reg. 6621, effective April 17, 1991; amended at 15 Ill. Reg. 13542, effective August 30, 1991; amended at 15 Ill. Reg. 15757, effective October 15, 1991; amended at 16 Ill. Reg. 1642, effective January 13, 1992; amended at 17 Ill. Reg. 860, effective January 11, 1993; amended at 17 Ill. Reg. 18142, effective October 4, 1993; amended at 17 Ill. Reg. 19651, effective November 2, 1993; amended at 18 Ill. Reg. 1537, effective January 13, 1994; amended at 18 Ill. Reg. 16866, effective November 7, 1994; amended at 19 Ill. Reg. 13446, effective September 12, 1995; amended at 19 Ill. Reg. 13568, effective September 11, 1995; amended at 19 Ill. Reg. 13968, effective September 18, 1995; amended at 20 Ill. Reg. 4428, effective March 4, 1996; amended at 20 Ill. Reg. 5366, effective March 26, 1996; amended at 20 Ill. Reg. 6991, effective May 7, 1996; amended at 20 Ill. Reg. 9116, effective July 2, 1996; amended at 20 Ill. Reg. 15753, effective December 2, 1996; expedited correction at 21 Ill. Reg. 4052, effective December 2, 1996; amended at 20 Ill. Reg. 16200, effective December 16, 1996; amended at 21 Ill. Reg. 12211, effective August 26, 1997; amended at 22 Ill. Reg. 3097, effective January 27, 1998; amended at 22 Ill. Reg. 11874, effective June 29, 1998; amended at 22 Ill. Reg. 19919, effective October 28, 1998; amended at 22 Ill. Reg. 21642, effective November 25, 1998; amended at 23 Ill. Reg. 9526, effective July 29, 1999; amended at 23 Ill. Reg. 9898, effective August 9, 1999; amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_.

## SUBPART C: CERTAIN STATUTORY EXEMPTIONS

## Section 130.340 Rolling Stock

- a) Notwithstanding the fact that the sale is at retail, the Retailers' Occupation Tax does not apply to sales of tangible personal property to interstate carriers for hire for use as rolling stock moving in interstate commerce, or lessors under leases of one year or longer

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- executed or in effect at the time of purchase to interstate carriers for hire for use as rolling stock moving in interstate commerce. The term "Rolling Stock" includes the transportation vehicles of any kind of interstate transportation company for hire (railroad, bus line, air line, trucking company, etc.), but not vehicles which are being used by a person to transport its officers, employees, customers or others not for hire (even if they cross State lines) or to transport property which such person owns or is selling and delivering to customers (even if such transportation crosses State lines). Railroad "rolling stock" includes all railroad cars, passenger and freight, and locomotives (including switching locomotives) or mobile power units of every nature for moving such cars, operating on railroad tracks, and includes all property purchased for the purpose of being attached to such cars or locomotives as a part thereof. The exemption includes some equipment (such as containers called trailers) which are used by interstate carriers for hire, loaded on railroad cars, to transport property, but which do not operate under their own power and are not actually attached to the railroad cars. The exemption does not apply to fuel nor to jacks or flares or other items that are used by interstate carriers for hire in servicing the transportation vehicles, but that do not become a part of such vehicles, and that do not participate directly in some way in the transportation process. The exemption does not include property of an interstate carrier for hire used in the company's office, such as furniture, typewriters, office supplies and the like.
- c) The rolling stock exemption cannot be claimed by a purely intrastate carrier for hire as to any tangible personal property which it purchases because it does not meet the statutory tests of being an interstate carrier for hire.
- d) The exemption applies to vehicles used by an interstate carrier for hire, even just between points in Illinois, in transporting, for hire, persons whose journeys or property whose shipments, originate or terminate outside Illinois on other carriers. The exemption cannot be claimed for an interstate carrier's use of vehicles solely between points in Illinois where the journeys of the passengers or the shipments of property neither originate nor terminate outside Illinois.
- e) Pursuant to Public Act 91-0587, motor vehicles, as defined in Section 1-146 of the Illinois Vehicle Code, trailers, as defined in Section 1-209 of the Illinois Vehicle Code, and all property purchased for the purpose of being attached to those motor vehicles or trailers as part thereof, will qualify as rolling stock under this Section if they carry persons or property for hire in interstate commerce on 15 or more occasions in a 12-month period. [35 ILCS 120/2-51] The first 12-month qualifying period for the use of a vehicle or trailer begins on the date of registration or titling with an agency of this State, whichever occurs later. The vehicle or trailer must continue to be used in a qualifying manner for each consecutive 12-month period. The

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Department will apply the provisions of this subsection in determining whether such items qualify for exempt status under this Section for all periods in which liability has not become final or for which the statute of limitations for filing a claim has not expired. A liability does not become final until the liability is no longer open to protest, hearing, judicial review, or any other proceeding or action, either before the Department or in any court of this State.

1) If a vehicle or trailer carries persons or property for hire in interstate commerce on 15 or more occasions in the first 12-month period or in a subsequent 12-month period, but then does not carry persons or property for hire in interstate commerce on 15 or more occasions in a subsequent 12-month period, the vehicle, trailer, or any property attached to that vehicle or trailer upon which the rolling stock exemption was claimed will be subject to tax on its original purchase price. For example, if a vehicle was used in a qualifying manner for the first 12-month period, but was not used in a qualifying manner for the second 12-month period, that vehicle will be subject to tax based upon its original purchase price even if it was then used in a qualifying manner in the third 12-month period.

2) For repair or replacement parts to qualify for the rolling stock exemption, the vehicle or trailer upon which those parts are installed must be used in a qualifying manner for the 12-month period in which the purchase of the repair or replacement parts occurred and each consecutive 12-month period thereafter. For example, if repair parts were attached or incorporated into a vehicle that was titled and registered prior to the audit period (beyond the limitations period for issuing a Notice of Tax Liability), that vehicle must be used in a qualifying manner for the 12-month period in which the purchase of the repair or replacement parts occurred and the 12-month periods thereafter in order for the parts to continue to qualify for the exemption. This applies regardless of whether the vehicle was originally used in a qualifying manner for 12-month periods preceding the 12-month period in which the purchase of the repair or replacement parts occurred.

3) For vehicles, trailers, and all property purchased for the purpose of being attached to those motor vehicles or trailers as a part thereof that are purchased by a lessor, for lease to an interstate carrier for hire, by lease executed or in effect at the time of the purchase, the lessor will incur Use Tax upon the fair market value of such property on the date that the property reverts to the use of the lessor. The lessor shall file a return with the Department and pay the tax to the Department by the last day of the month following the calendar month [35 ILCS 105/10] in which such property reverts to the use of the lessor. However, in determining the fair market value at the time of reversion, the fair market value of such property shall not exceed the

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original purchase price of the property.

f) When the rolling stock exemption may properly be claimed, the purchaser should give the seller a certification that the purchaser is an interstate carrier for hire, and that the purchaser is purchasing the property for use as rolling stock moving in interstate commerce. If the purchaser is a carrier, the purchaser must include its Interstate Commerce Commission Certificate of Authority number or must certify that it is a type of interstate carrier for hire (such as an interstate carrier of agricultural commodities for hire) that is not required by law to have an Interstate Commerce Commission Certificate of Authority. In the latter event, the carrier must include its Illinois Commerce Commission Certificate of Registration number indicating that it is recognized by the Illinois Commerce Commission as an interstate carrier for hire. If the carrier is a type which is subject to regulation by some Federal Government regulatory agency other than the Interstate Commerce Commission, the carrier must include its registration number from such other Federal Government regulatory agency in the certification claiming the benefit of the rolling stock exemption. If the purchaser is a long term lessor (under a lease of one year or more in duration), the purchaser must give the seller of the property a certification to that effect, similarly identifying the lessee interstate carrier for hire. The giving of such a certification does not preclude the Department from going behind it and disregarding it if, in examining such purchaser's records or activities, the Department finds that the certification was not true as to some fact or facts which show that the purchase was taxable and should not have been certified as being tax exempt. The Department reserves the right to require a copy of the carrier's Interstate Commerce Commission or other Federal Government regulatory Agency Certificate of Authority or Illinois Commerce Commission Certificate of Registration (or as much of the certificate as the Department deems adequate to verify the fact that the carrier is an interstate carrier for hire) to be provided whenever the Department deems that to be necessary.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## DEPARTMENT OF STATE POLICE

## NOTICE OF PROPOSED AMENDMENT(S)

1) Heading of the Part: Child Sex Offender and Murderer Community Notification Law

2) Code Citation: 20 Ill. Adm. Code 1282

3) Section Numbers: Proposed Action:

1282.10 Amendment

1282.20 Amendment

1282.30 Amendment

4) Statutory Authority: Implementing and authorized by the Sex Offender and Child Murder Community Notification Law [730 ILCS 152] and authorized by Section 55a-3(a)8 of the Civil Administrative Code of Illinois [20 ILCS 2605/55a-3(a)8].

5) A Complete Description of the Subjects and Issues Involved: The proposed amendments incorporate provisions of the amended Sex Offender and Child Murdered Community Notification Law which expands community notification. Law enforcement agencies have the discretion to provide any additional information contained in the registry, with the exception of information which would help identify the victim, as part of the community notification process. Law enforcement agencies have the discretion to place sex offender information on the Internet. Adjudicated juveniles are required to register. However, community notification is limited to schools, child care facilities, or when the public is at risk.

6) Will this rulemaking replace any emergency rulemaking currently in effect?  
No

7) Does this rulemaking contain an automatic repeal date? No

8) Does this rulemaking contain incorporations by reference? No

9) Are there any other proposed amendments pending on this Part? No

10) Statement of Statewide Policy Objectives: These rules will not require a local government to establish, expand or modify its activities in such a way as to necessitate additional expenditures from local revenues.

11) Time, Place and Manner in which interested persons may comment on this proposed rulemaking: Within 45 days after the publication of this Notice, any interested person may submit comments, data, views or argument regarding the proposed amendments. The submissions must be in writing and directed to:

Mr. James W. Redlich  
Chief Legal Counsel  
Illinois State Police

## DEPARTMENT OF STATE POLICE

## NOTICE OF PROPOSED AMENDMENT(S)

124 East Adams Street, Room 102  
Post Office Box 19461  
Springfield, Illinois 62794-9461  
(217) 782-7658

12) Initial Regulatory Flexibility Analysis:

A) Types of small businesses, small municipalities and not for profit corporations affected: None

B) Reporting, bookkeeping or other procedures required for compliance: None

C) Types of professional skills necessary for compliance: None

13) Regulatory Agenda on which this rulemaking was summarized: January 2000

The full text of the Proposed Amendments begins on the next page.



## DEPARTMENT OF STATE POLICE

## NOTICE OF PROPOSED AMENDMENT(S)

TITLE 20: CORRECTIONS, CRIMINAL JUSTICE AND LAW ENFORCEMENT  
CHAPTER II: DEPARTMENT OF STATE POLICE

## PART 1282

~~CHILD~~ SEX OFFENDER AND CHILD MURDERER COMMUNITY NOTIFICATION LAW

## SUBPART A: PROMULGATION

## Section

1282.10 Purpose

1282.20 Definitions

1282.30 Procedures

AUTHORITY: Implementing the Sex Offender and Child Murderer Community Notification Law [730 ILCS 152] and authorized by Section 55a-3(a)8 of the Civil Administrative Code of Illinois [20 ILCS 2605/55a-3(a)8].

SOURCE: Adopted at 20 Ill. Reg. 8037, effective June 1, 1996; amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_.

## SUBPART A: PROMULGATION

## Section 1282.10 Purpose

The purpose of this part is to provide requirements and procedures for providing the names, addresses and offenses of ~~convicted-child~~ sex offenders to the community.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 1282.20 Definitions

a) Unless specified otherwise, all terms shall have the meanings set forth in the ~~Child~~ Sex Offender and Child Murderer Community Notification Law.

b) For purposes of these rules, the following definitions apply:

"Child care facilities" has the meaning set forth in Section 2.05 of the Child Care Act of 1969 [225 ILCS 10/2.05], but does not include licensed foster homes. This term includes licensed child care facilities and child care facilities for which applications for license are being processed by the Department of Children and Family Services.

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"Department" means the Illinois Department of State Police.

"Jurisdiction" means law enforcement jurisdiction as described in the definition of "law enforcement agency having jurisdiction" in Section 105 of the Sex Offender Registration Act ~~law~~.

"Law" means the ~~Child~~ Sex Offender and Child Murderer Community Notification Law [730 ILCS 152].

"Point of contact" means an individual identified by an agency or other entity as the person responsible for accepting and issuing communications relating to the implementation of this Part.

~~"Registered-Child-Sex-Offender" means a Child-Sex-Offender, as defined in the law, who has properly registered under the Sex-Offender Registration Act-(730-1509-150)-~~

"Scheduled notifications" means the first two weeks of February, May, August and November.

"Schools" means the school boards of public school districts and the principal or other appropriate administrative officer of each non-public school which has registered with the State Board of Education or, in the case of a group of non-public schools registered with the State Board of Education which are organized under a single controlling administrative entity, the controlling administrative entity of that group of non-public schools.

"Sex offender" means the same as the definition found in Section 2(A) of the Sex Offender Registration Act [730 ILCS 150/2(A)].

"Sexual predator" means the same as the definition found in Section 2(E) of the Sex Offender Registration Act [730 ILCS 150/2(E)].

"Victim" means the individual subjected to the particular offense for which the perpetrator acquired the status of a sex offender ~~Child-Sex offender~~. This term also includes the individual's parent and legal guardian.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## SUBPART B: OPERATIONS

## Section 1282.30 Procedures

a) State Board of Education  
1) The State Board of Education will provide to the Department an

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accurate listing of addresses and points of contact for all schools.

- 2) The listing will be provided to the Department at least 30 days prior to the beginning of scheduled notifications.

- 3) The State Board of Education will appoint a point of contact to coordinate notification activities with the Department.

## b) Department of Children and Family Services

- 1) The Department of Children and Family Services will provide to the Department a listing of addresses and points of contact for all child care facilities.

- 2) The listing will be provided to the Department at least 30 days prior to the beginning of scheduled notifications.

- 3) The Department of Children and Family Services will appoint a point of contact to coordinate notification activities with the Department.

## c) Victim Notification

- 1) The victim may request automatic notification of the change of address of the associated sex offender Registered-Child-Sex Offender.

- 2) In order to obtain automatic notification, the victim must make a request in writing to the Department which must include the full name and date of birth of the sex offender Registered-Child-Sex Offender or the full name, date of conviction and county of conviction of the sex offender Registered-Child-Sex Offender.

## d) Law Enforcement Agency Having Jurisdiction

- 1) Law enforcement agencies having jurisdiction will develop internal procedures and policies for implementing the provisions of the Law. Procedures will provide for the reasonable access to the information required to be provided under the Law.

- 2) Agencies shall may-only provide the name, address, date of birth and offense or adjudication of sex offender Registered-Child-Sex Offenders required to register to any persons-other-than-a-law enforcement-officer-or-other individual as may be authorized by law who requests access to the registry. Agencies have the discretion to provide any additional information contained in the registry, which will help identify the sex offender, to any individual as may be authorized by law. Such disclosure shall not include any information which would help identify the victim.

- 3) A point of contact will be identified to serve as a liaison with schools and child care facilities. Agencies will provide the name and telephone number of their point of contact to all child care facilities and schools within their jurisdictions prior to June-30-1996. Schools and child care facilities will be provided any changes on a timely basis. Point of contact information will also be provided to the Department.

- 4) Agencies will-establish-a-control-log-which-records-the-release of-child-sex-offender-information. Requesters will be required to show identification to receive child sex offender information.

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## NOTICE OF PROPOSED AMENDMENT(S)

At-a-minimum-the-name-address-and-date-of-birth-of-the requester-will-be-recorded-on-the-log

- 5) Agencies may charge a reasonable fee, not to exceed costs, to provide the information to individuals requesting access to the registry. Provisions for this charge must be included in their written procedures. Fees cannot be charged to schools, child care facilities, other government agencies or for discretionary release of information.

- 6) Disclosure to the Department of Children and Family Services, schools and child care facilities will be made during each scheduled notification. Additional disclosures may be made at any time.

- 7) Law enforcement agencies having jurisdiction can establish agreements with other law enforcement agencies having jurisdiction to facilitate the discharge of their responsibilities under the Law and this Part. These agreements may delegate to another agency tasks necessary to accomplish an agency's mandatory duties. The agreements shall be in writing and shall be submitted to the Department prior to implementation. Regardless of any agreement, each agency shall be responsible to ensure its individual compliance with the Law and this Part.

- 8) The Department and law enforcement agencies having jurisdiction have the discretion to place sex offender information, including photographs, on the Internet or in other media.

## e) Illinois State Police

- 1) The Department will provide a listing of all schools and child care facilities to Illinois sheriffs' offices and the Chicago Police Department law-enforcement-agencies for their respective jurisdictions. However, the Department will not list controlling administrative entities of groups of non-public schools. The listing or changes will be provided to agencies at least two weeks prior to the beginning of scheduled notifications.

- 2) The Department will maintain the registry and conduct audits of criminal justice agencies affected by this Part to ensure the integrity of data. The Department will maintain LEADS as the primary mechanism for registration and communication relating to sex offenders.

- 3) The Department will confer with the State Board of Education and the Department of Children and Family Services concerning the implementation of this Part. Procedures to evaluate the notification process will be developed jointly. Periodic meetings will be scheduled to address issues and identify potential problems.

## f) Requirements

- 1) Confidentiality

The-release-of-information-under-the-law-does-not-apply-to persons-whose-victim-were-18-years-of-age-or-older-at-the-time of-the-offense Information regarding offenders who are not

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subject to the Law shall not be open to public inspection or to any person other than a law enforcement officer or other individual authorized by law. Information regarding a juvenile sex offender shall not be available to the public except that information may be provided to a person when that person's safety may be compromised for some reason related to the juvenile sex offender if so determined by the Department or any law enforcement agency.

2) Child Sex Offender Information

The Only the name, address, date of birth and offense of the sex offender Registered--Child--Sex--Offender will be provided to all persons or entities receiving information from the registry pursuant to this Part. Law enforcement agencies have the discretion to provide any additional information contained in the registry, including photographs, which will help identify the sex offender. Information which would help identify the victim may not be disclosed.

3) Registration and Notification Period

Sex offenders Offenders are required to register for 10 years after conviction or adjudication if not confined to a penal institution, hospital or any other institution or facility. If confined, sex offenders Sex--Offenders are required to register for 10 years after final parole, discharge or release from any such facility. Sexual predators, sexually dangerous persons, and sexually violent persons are required to register for the period of their natural lives. Notification requirements with respect to a particular sex offender Child--Sex--Offender expire when that individual is no longer required to register.

4) Electronic Transmission of Information

Any of the Department's communications and transfer of information described in this part may be accomplished by electronic means. Publicly accessible communication networks, such as those commonly described as the "Internet", may be used when technically feasible.

g) Public Access1) Discretionary Access

The Department and any law enforcement agency having jurisdiction may provide any information contained in the registry, including photographs but excluding information which would help identify the victim, the name, address, date of birth and offense or adjudication on any sex offender of any Registered-Child-Sex Offender to any individual or entity likely to encounter the offender.

2) Public Inspection

Any individual or entity shall, upon request to the local law enforcement agency having jurisdiction, be provided an opportunity by that agency to inspect a listing of all names, addresses, dates of birth and offenses or adjudications of sex

## DEPARTMENT OF STATE POLICE

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offenders Registered--Child--Sex--Offenders required to register Registered with that agency. The agency has the discretion to provide any additional information contained in the registry, including photographs but excluding information which would help identify the victim, for the purposes of public inspection. The agency has the discretion to provide the requester with the list of all sex offenders required to register within the county, or in any other Illinois county. The agency may either allow the requester to inspect the list and take notes, as appropriate, or provide a copy of the list to the requester. Secondary dissemination of sex offender information is not prohibited. Employment information is only available for public inspection when the agency having jurisdiction determines the employment poses a risk to the public.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)



## DEPARTMENT OF STATE POLICE

## NOTICE OF PROPOSED AMENDMENTS

1) Heading of the Part: Sex Offender Registration Act

2) Code Citation: 20 Ill. Adm. Code 1280

3) Section Numbers: Proposed Action:

1280.20 Amendment

1280.25 New Section

1280.30 Amendment

1280.40 Amendment

4) Statutory Authority: Implementing and authorized by Section 4 of the Sex Offender Registration Act [730 ILCS 150/4] and authorized by Section 55a of the Civil Administrative Code of Illinois [20 ILCS 2605/55a].

5) A Complete Description of the Subjects and Issues Involved: These proposed amendments incorporate provisions of the amended Sex Offender Registration Act which include the addition of several qualifying offenses. The category of "sexual predator" is established which requires sex offenders to register for natural life. Authorizes law enforcement agencies to provide additional information from the registry to help identify the sex offender and authorizes release of sex offender information on the Internet. Revocation of parole or mandatory supervised release is mandated for sex offenders who fail to comply with the Act. The term of registration is administratively extended for 10 years for sex offenders who fail to comply with the Act. Sex offenders who reside in one state and are employed or attend school in another state are required to register in both states. Non-compliant sex offenders can be prosecuted in any county where they can be located.

6) Will this rulemaking replace any emergency rulemaking currently in effect?  
No

7) Does this rulemaking contain an automatic repeal date? No

8) Does this rulemaking contain incorporations by reference? No

9) Are there any other proposed amendments pending on this Part? No

10) Statement of Statewide Policy Objectives: These rules will not require a local government to establish, expand or modify its activities in such a way as to necessitate additional expenditures from local revenues.

11) Time, Place and Manner in which interested persons may comment on this proposed rulemaking: Within 45 days after the publication of this Notice, any interested person may submit comments, data, views or argument regarding the proposed amendments. The submissions must be in writing and directed to:

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Mr. James W. Redlich  
Chief Legal Counsel  
Illinois State Police  
124 East Adams Street, Room 102  
Post Office Box 19461  
Springfield, Illinois 62794-9461  
(217) 782-7658

12) Initial Regulatory Flexibility Analysis:

A) Types of small businesses, small municipalities and not for profit corporations affected: None

B) Reporting, bookkeeping or other procedures required for compliance:  
None

C) Types of professional skills necessary for compliance: None

13) Regulatory Agenda on which this rulemaking was summarized: January 2000

The full text of the Proposed Amendments begins on the next page.

## DEPARTMENT OF STATE POLICE

## NOTICE OF PROPOSED AMENDMENTS

TITLE 20: CORRECTIONS, CRIMINAL JUSTICE AND LAW ENFORCEMENT  
CHAPTER II: DEPARTMENT OF STATE POLICE

## PART 1280

## SEX OFFENDER REGISTRATION ACT

## SUBPART A: PROMULGATION

Section  
1280.10 Purpose  
1280.20 Definitions  
1280.25 Juvenile Sex Offender

## SUBPART B: OPERATIONS

Section  
1280.30 Procedures  
1280.40 Requirements

AUTHORITY: Implementing and authorized by Section 4 of the Sex Offender Registration Act [730 ILCS 150/4] and authorized by Section 55a of the Civil Administrative Code of Illinois [20 ILCS 2605/55a].

SOURCE: Adopted at 12 Ill. Reg. 8458, effective May 3, 1986; emergency amendments at 20 Ill. Reg. 640, effective January 1, 1996, for a maximum of 150 days; amended at 20 Ill. Reg. 8045, effective June 3, 1996; amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_.

## SUBPART A: PROMULGATION

## Section 1280.20 Definitions

a) Unless specified otherwise, all terms shall have the meanings set forth in the Sex Offender Registration Act. b) For purposes of this Part these rules, the following definitions apply:

"Act"---The means the Sex Offender Registration Act [730 ILCS 150].

"Agency of jurisdiction" means the law enforcement agency having jurisdiction as defined in the Act.

"Conviction"---One means one or more convictions which result from or are connected with the same act, or result from offenses committed at the same time; such convictions shall be counted as one conviction.

"Department"---The means the Illinois Department of State Police and any of its subdivisions.

"Out-of-state employee" means any sex offender or sexual predator who is employed in Illinois, regardless of whether the individual receives

## DEPARTMENT OF STATE POLICE

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payment for services performed, for a period of time exceeding 14 consecutive days or for an aggregate period of time exceeding 30 days during any calendar year. Persons who are employed to operate motor vehicles in or through Illinois or whose employment involves periods of less than a full day in Illinois accrue one day of employment for any portion of a day spent in Illinois.

"Out-of-state student" means any sex offender or sexual predator who is enrolled in Illinois, on a full-time or part-time basis, in any public or private educational institution, including, but not limited to, any secondary school, trade or professional institution, or institution of higher learning.

"Place of confinement"---Any person means any prison, jail, hospital or other institution or facility where a sex offender may be confined due to conviction or a finding other than acquittal for a sex offense; due to a person's status as a sexually violent person under the Sexually Violent Persons Act; or due to a person's status as a sexually dangerous person under the Sexually Dangerous Persons Act.

"Sex Offender Notification Form"---Form means the form designed by the Department to be used to notify the sex offender of the responsibility to register.

"Sex Offender Registration Form"---Form means the form designed by the Department to be used to satisfy the registration requirements of the Act.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## Section 1280.25 Juvenile Sex Offender

Juvenile sex offender as described at Section 2(A-5) of the Act is a sex offender as defined at Section 2(A) of the Act and is required to comply with all the statutory and administrative obligations of a sex offender. However, to qualify as a juvenile sex offender, the adjudication referenced in Section 2(A-5) must have occurred on or after July 1, 1999 (the effective date of Public Act 91-48).

(Source: Added at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## SUBPART B: OPERATIONS

## Section 1280.30 Procedures

a) Place of Confinement

## DEPARTMENT OF STATE POLICE

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- 1) A sex offender, prior to the release from a place of confinement, shall be notified by the place of confinement of the duty to register under the Act. The offender shall also be required to read and sign a completed Sex Offender Notification Form.
- 2) The place of confinement shall give one copy of the completed Sex Offender Notification Form to the offender, keep the original for their record and send a photograph of the offender to the Department.
- 3) The Illinois Department of Corrections (IDOC) shall share with the Department, within 24 hours, electronic data files, including photographs, containing all sex offenders being released from IDOC facilities.
- 4) The hospital, other treatment facility, or place of confinement other than IDOC, shall give one copy of the completed Sex Offender Notification Form to the offender, keep the original for their record, and forward one copy to the Department within three days after the sex offender's release.

## b) Court

- 1) The court shall ensure a sex offender, released on probation or discharged upon payment of a fine as a result of a conviction for a sex offense or an attempted sex offense, shall be informed of the duty to register under the Act. The offender shall also be required to read and sign a completed Sex Offender Notification Form.
- 2) The court shall ensure one copy of the completed Sex Offender Notification Form is given to the offender and the original is maintained in the court file.
- 3) The court shall ensure the record of notification is entered into LEADS and a photograph is forwarded to the Illinois State Police within three days after conviction.

## c) Agency of Jurisdiction

- 1) The agency of jurisdiction will complete the Sex Offender Registration Form; ensure the offender reads and signs the form, provide one copy of the form to the offender, keep the original signed copy until the requirement to register has expired, and, within three days, enter registration information in the Law Enforcement Agencies Data System (LEADS); and forward a copy of the offender's photograph to the Department. Fingerprints will be obtained from the sex offender, using the standard arrest card, and forwarded to the Illinois State Police Bureau of Identification during initial registration. The card shall indicate that the purpose of the fingerprints is for sex offender registration.
- 2) The agency of jurisdiction shall review the current criminal history record of the offender. The agency shall confirm the offender's duty to register and the offender's registration information and determine if the offender qualifies as a **Child Sex Offender as defined by Section 105-06 of the Child Sex--Offender**

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- Community--Notification--Law--730--1605--1521051.** If the disposition is missing or the criminal history is incomplete, the agency shall inform the Illinois State Police. The Bureau of Identification shall provide any information it has that would assist in completing the record.
- 3) The agency of jurisdiction shall record contacts with convicted sex offenders into LEADS as an add-on record.
  - 4) Agencies of jurisdiction can establish agreements with other agencies of jurisdiction to facilitate the discharge of their responsibilities under the Act and this Part. These agreements may delegate to another agency tasks necessary to accomplish an agency's mandatory duties. The agreements shall be in writing and shall be submitted to the Department prior to implementation. Regardless of any agreement, each agency shall be responsible to ensure its individual compliance with the Act and this Part.
  - 5) Agencies of jurisdiction shall verify the address of sex offenders required to register with their agency at least once a year. A record of the results of this verification shall be documented with a LEADS add-on.
- d) **Change of Address**  
A sex offender, who changes residence address, shall within ten days after the change so inform, in writing, the last law enforcement agency with whom registered. Within three days after receiving notification, the law enforcement agency shall enter the notice of address change into LEADS.
- e) **Registration Fees**  
The agency of jurisdiction shall collect a \$10 initial registration fee and a \$5 renewal fee from sex offenders. The agency can waive the fee if the sex offender is indigent or otherwise unable to pay the registration fee. All registration fees shall be retained by the registering agency and used for official purposes only. Appropriate records of receipts and expenditures should be maintained by the registering agency.
- f) **Notification of Sex Offenders Moving to Illinois from Other States or Countries, Who Were Released from Confinement Prior to January 1, 1996, or Who Were Convicted and Sentenced to Probation Prior to January 1, 1996**  
Any law enforcement agency can notify a sex offender to register. Documentation of this notification may include, but shall not be limited to, a LEADS add-on, Notification Form, local field or investigative report, etc.
- g) **Registration of Juveniles**  
The parent, legal guardian, probation or parole supervisor, or other court-appointed custodian shall accompany juveniles to the agency having jurisdiction for the purpose of registering as a sex offender.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)



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## Section 1280.40 Requirements

## a) Registration Period

A sex offender Any person required to register under the Act shall be required to register for a period of ten years after the conviction or adjudication if not confined to a penal institution, hospital or any other institution or facility, and if confined, for a period of ten years after parole, discharge or release from any such facility. Liability for registration terminates at the expiration of ten years from the date of conviction or adjudication if not confined to a penal institution, hospital or any other institution or facility, and if confined, at the expiration of ten years from the date of parole, discharge or release from any such facility, providing such person does not, during that period, again become liable to register under the provisions of the Act. Reconfinement (due to violation of parole or other circumstances) which relates to the original conviction or adjudication shall extend the period of registration to ten years after final parole, discharge or release. Failure to comply with any provision of the Act shall extend the period of registration by ten years beyond the period otherwise required. A sexual predator, sexually dangerous person, or sexually violent person shall be required to register for the period of his or her natural life.

## b) Confidentiality

The secondary dissemination of sex offender information is not prohibited. Any information required by the Act shall not be open to public inspection or to any person other than a law enforcement officer or other individual authorized by law.

## c) Sex Offender Registration Form

The Sex Offender Registration Form shall contain all the information necessary to comply with the requirements of these rules and shall also provide descriptive information necessary to identify the person registering.

## d) Sex Offender Notification Form

The Sex Offender Notification Form shall be used to notify the offender regarding responsibilities under the Act. The form shall at a minimum include the sex offender's name, date of birth, sex, race, SID (State identification number), county of conviction, date of conviction and intended address. The form must be initialed and signed by the sex offender. The form is not required for sex offenders who were convicted and sentenced to probation or who were released from confinement prior to January 1, 1996.

## e) Out-of-State Student

Out-of-state students must register with the law enforcement agency having jurisdiction where they attend school in Illinois. Out-of-state students are required to register no later than the day on which the instruction begins.

## f) Out-of-State Employee

Out-of-state employees must register with the law enforcement agency

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having jurisdiction where they are employed in Illinois. Out-of-state employees whose employment involves work in more than one location shall register in the location in which the greatest time of employment is spent. Out-of-state employees are required to register no later than the day on which they qualify as an out-of-state employee as defined in Section 1280.20.

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## ILLINOIS STATE TOLL HIGHWAY AUTHORITY

## NOTICE OF PROPOSED AMENDMENT

1) Heading of the Part: State Toll Highway Rules2) Code Citation: 92 Ill. Adm. Code 25203) Section Numbers: Proposed Action:  
2520.223 Amendment  
2520.705 Amendment4) Statutory Authority: 605 ILCS 10/10(a), 625 ILCS 5/3-704.2 and 6-306.7

5) A complete description of the subjects and issues involved: This amendment provides notice to toll violators of the possibility of license and/or registration suspension for having failed to satisfy fines or penalties related to five or more toll violations. This amendment also sets forth the procedure by which toll violators may challenge the accuracy of the information contained in the certification reports sent by the Illinois State Toll Highway Authority to the Secretary of State.

6) Will these proposed amendments replace an emergency rule currently in effect? Yes7) Does this rulemaking contain an automatic repeal date? No8) Do these proposed amendments contain incorporations by reference? No9) Are there any other proposed amendments pending on this Part? No10) Statement of Statewide Policy Objectives: These proposed amendments do not create or enlarge a state mandate.

11) Time, Place, and Manner in which interested persons may comment on this proposed rulemaking: Persons who wish to comment on this proposed rule may submit written comments within 45 days of the publication of this notice in the *Illinois Register* to:

Mr. Eugene J. Kennelly, Chief Counsel  
The Illinois State Toll Highway Authority  
2700 Ogden Avenue  
Downers Grove, Illinois 60515  
(630)241-6800

12) Initial Regulatory Flexibility Analysis:A) Types of small businesses, small municipalities and not for profit corporations affected: NoneB) Reporting, bookkeeping or other procedures required for compliance:  
None

## ILLINOIS STATE TOLL HIGHWAY AUTHORITY

## NOTICE OF PROPOSED AMENDMENT

C) Types of professional skills necessary for compliance: None

These proposed amendments are identical to the emergency amendments published in this issue of the *Illinois Register* on page 2738.

## THE BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS

## NOTICE OF PROPOSED RULES

1) Heading of the Part: Relocation Assistance2) Code Citation: 71 Ill. Adm. Code 24003) Section Numbers: Proposed Action:

|         |             |
|---------|-------------|
| 2400.10 | New Section |
| 2400.20 | New Section |
| 2400.30 | New Section |
| 2400.40 | New Section |
| 2400.50 | New Section |
| 2400.60 | New Section |
| 2400.70 | New Section |
| 2400.80 | New Section |

4) Statutory Authority: The University of Illinois Act, 110 ILCS 305/7(a) and (b)

5) A Complete Description of the Subjects and Issues Involved: These certain rules are intended to provide defined relocation assistance to certain displaced businesses and residents whose business premises and residences are to be acquired by the University and are located within an area of the City of Chicago adjacent to the University of Illinois at Chicago campus and bounded as follows: on the West by Morgan Street; on the North by Roosevelt Road; on the East by Union Street; and on the South by the north boundary of the METRA embankment at 16th Street, in the City of Chicago, Cook County, Illinois.

The relocation of these affected businesses and residents is necessary in order to undertake and complete the UIC South Campus Project. This South Campus Project (specifically approved and authorized by the Illinois General Assembly at 110 ILCS 305/7(b)) includes the construction of academic and campus-life facilities; residential and retail development, including a sizeable number of affordable housing units; and infrastructure relocation renewal and upgrading (Public Act 89-691; Public Act 90-730).

6) Will this rulemaking replace any emergency rulemaking currently in effect?  
Yes7) Does this rulemaking contain an automatic repeal date? No8) Does this rulemaking contain incorporation by reference? No9) Are there any other proposed rulemakings pending on this part? No10) Statement of Statewide Policy Objectives: This proposed rulemaking will not require local governments to establish, expand, or modify their activities in such a way as to necessitate additional expenditures from

## THE BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS

## NOTICE OF PROPOSED RULES

## local revenues.

11) Time, Place and Manner in which interested persons may comment on this proposed rulemaking: Comments on this proposed rulemaking may be submitted in writing for a period of 45 days following publication of this notice. The Board of Trustees will consider fully all written comments on this proposed rulemaking submitted during the 45 day comment period. Comments should be submitted to:

Donna M. Williamson  
University of Illinois, Office of University Counsel  
Suite 405 Administrative Office Building  
1737 West Polk Street, M/C 225  
Chicago, Illinois 60612  
312-996-7762 (phone)  
312-996-6455 (fax)

12) Initial Regulatory Flexibility Analysis:

A) Types of entities affected: Businesses and residents located within the subject property that may be displaced because of the South Campus Project.

B) Reporting, bookkeeping or other procedures required for compliance:  
None

C) Types of Professional skills necessary for compliance: None

13) Regulatory Agenda on which this rulemaking was summarized: This rule was not included on either of the two most recent agendas because: This particular rulemaking was not anticipated at the time of preparation and publication of the latest Regulatory Agendas.

The full text of the Proposed Rules is identical to the text of the Emergency Rules published in this issue of the Illinois Register on page 2745.



## DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

## NOTICE OF ADOPTED AMENDMENTS

- 1) Heading of the Part: Job Training and Economic Development Demonstration Grant Program
- 2) Code Citation: 56 Ill. Adm. Code 2660
- 3) Section Numbers: Adoption Action:  
2660.120 Amended  
2660.180 Amended  
2660.220 Amended  
2660.270 Amended
- 4) Statutory Authority: Implementing Section 46.19j of the Civil Administrative Code of Illinois [20 ILCS 605/46.19j] and authorized by Section 46.20 of the Civil Administrative Code of Illinois [20 ILCS 605/46.20].
- 5) Effective Date of Amendments: February 4, 2000
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this rulemaking contain incorporations by reference? No
- 8) A copy of the adopted amendment, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection.
- 9) Notice of Proposal Published in Illinois Register: Published at 23 Ill. Reg. 12505 on October 15, 1999.
- 10) Has JCAR issued a Statement of Objection to these amendments? No
- 11) Differences between proposal and final version: Grammatical changes were made.
- 12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreement issued by JCAR? Yes
- 13) Will these amendments replace emergency amendments currently in effect?  
Yes
- 14) Are there any amendments pending on this Part? No
- 15) Summary and Purpose of Amendments: This rulemaking specifies application procedures for Continuation Grants for both the Industry Linked Training for Low Wage Workers and the Industry Linked Training for Unemployed Disadvantaged Persons. It further defines the selection criteria for both programs.

## DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

## NOTICE OF ADOPTED AMENDMENTS

- 16) Information and questions regarding these adopted amendments shall be directed to:

Raya Bogard  
Administrative Code Rules Manager  
Illinois Department of Commerce and Community Affairs  
620 East Adams  
Springfield, IL 62701  
(217) 785-6285

The full text of the adopted amendments begins on the next page:

## DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

## NOTICE OF ADOPTED AMENDMENTS

## TITLE 56: LABOR AND EMPLOYMENT

## CHAPTER III: DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

## PART 2660

## JOB TRAINING AND ECONOMIC DEVELOPMENT DEMONSTRATION GRANT PROGRAM

## SUBPART A: GENERAL REQUIREMENTS

| Section | Purpose                     |
|---------|-----------------------------|
| 2660.10 | Definitions                 |
| 2660.20 | Eligible Grant Applicants   |
| 2660.30 | Administration Requirements |
| 2660.40 |                             |

## SUBPART B: INDUSTRY LINKED TRAINING FOR LOW WAGE WORKERS

| Section  | Program Goal             |
|----------|--------------------------|
| 2660.110 | Application Procedures   |
| 2660.120 | Allowable Activities     |
| 2660.130 | Allowable Costs          |
| 2660.140 | Employer Role            |
| 2660.150 | Participant Eligibility  |
| 2660.160 | Employer Eligibility     |
| 2660.170 | Grant Selection Criteria |
| 2660.180 |                          |

## SUBPART C: INDUSTRY LINKED TRAINING FOR UNEMPLOYED DISADVANTAGED PERSONS

| Section  | Program Goal             |
|----------|--------------------------|
| 2660.210 | Application Procedures   |
| 2660.220 | Allowable Activities     |
| 2660.230 | Allowable Costs          |
| 2660.240 | Employer Role            |
| 2660.250 | Participant Eligibility  |
| 2660.260 | Grant Selection Criteria |
| 2660.270 |                          |

AUTHORITY: Implementing Section 46.19j of the Civil Administrative Code of Illinois [20 ILCS 605/46.19j] and authorized by Section 46.20 of the Civil Administrative Code of Illinois [20 ILCS 605/46.20].

SOURCE: Emergency rule adopted at 21 Ill. Reg. 12256, effective August 25, 1997, for a maximum of 150 days; adopted at 22 Ill. Reg. 1182, effective December 30, 1997; emergency amendment at 23 Ill. Reg. 12729, effective October 4, 1999; amended at 24 Ill. Reg. 2648, effective FEB 04 2000.

## SUBPART B: INDUSTRY LINKED TRAINING FOR LOW WAGE WORKERS

## DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

## NOTICE OF ADOPTED AMENDMENTS

## Section 2660.120 Application Procedures

## a) Initial Application and Awards

Contingent upon the availability of funds, the Department shall initially annually issue a Request for Proposal (RFP) to interested community-based providers. The Department shall advertise the availability of the RFP and maintain a bidders list of community-based providers for this purpose. The Department shall review all applications submitted in accordance with RFP instructions and make all grant awards on a competitive basis. The RFP shall include but is not limited to:

- 1)a) a description of the purpose of the grant program.
- 2)b) a discussion of activities and costs eligible for reimbursement.
- 3)c) a format for preparation of grant applications including:

A) a description of the community-based provider;

B) a description of the partnership agreement with local businesses;

C) a narrative description of the proposed training program (including the targeted industries and occupations, the curriculum, and the role of local employers in the delivery of training);

D) a description of the local employers' role in assessing skill needs, curriculum development, the provision of training and placement of program completers;

E) a) the specific activities and costs proposed for grant reimbursement;

F) projected outcomes from grant activities including a description of deliverable products, the number of low wage and recently hired disadvantaged persons to be trained and the likely effect training will have on their future earnings;

G) a description of the qualifications of key personnel to be assigned to the project;

H) a requested budget; and

I) supporting budget justification.

4)d) a schedule for the submittal, review, and selection of grant applicants for funding.

## b) Continuation Grants

Pursuant to 20 ILCS 605/46.19j(f), and contingent upon availability of funds, the Department may negotiate continuation grants for projects that were originally competitively procured and performed successfully. An application shall include but not be limited to:

1) a description of the purpose of the grant program.

2) a discussion of activities and costs eligible for reimbursement.

3) a format for preparation of grant applications, including:

A) a description of the community-based provider;

B) a description of the partnership agreement with local businesses;

## DEPARTMENT OF COMMERCE AND COMMUNITY AFFAIRS

## NOTICE OF ADOPTED AMENDMENTS

- C) a narrative description of the proposed training program (including the targeted industries and occupations, the curriculum, and the role of local employers in the delivery of training);
- D) a description of the local employers' role in assessing skill needs, curriculum development, the provision of training and placement of program completers;
- E) the specific activities and costs proposed for grant reimbursement;
- F) projected outcomes from grant activities, including a description of deliverable products and the number of low wage and recently hired disadvantaged persons to be trained and the likely effect training will have on their future earnings;
- G) a description of the qualifications of key personnel to be assigned to the project;
- H) a requested budget;
- I) supporting budget justification;
- J) a detailed comparison of previous years' projected outcomes with actual performance; and
- K) a narrative description of the accomplishments under the projects to be continued.
- 4) a schedule for the submittal and review of applications, and selection of grant applicants for funding.

(Source: Amended at 24 Ill. Reg. 2648, effective FEB 04 2000)

## Section 2660.180 Grant Selection Criteria

The Department shall consider the following criteria in making funding decisions:

- a) the performance of meeting the goals of the previous years' grant, including the level of success in achieving employment, wage, and retention goals, shall be the primary consideration in contract awards and subsequent funding levels;
- b) the experience of the community-based provider serving low wage, low skilled workers and disadvantaged persons, including welfare recipients;
- c) the level of participation of local employers in the Training Partnership and proposed work plan;
- d) the amount of matching funds (either cash or in-kind) provided by the local employers;
- e) the likelihood that training will result in increased earnings for program participants;
- f) the qualifications of personnel assigned to the proposed project;
- g) the quality of the proposed curricula and related materials; and
- h) the reasonableness of the proposed costs in relation to the number of low

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wage workers and disadvantaged persons to be trained.

(Source: Amended at 24 Ill. Reg. 2648, effective FEB 04 2000)

## SUBPART C: INDUSTRY LINKED TRAINING FOR UNEMPLOYED DISADVANTAGED PERSONS

## Section 2660.220 Application Procedures

- a) Initial Applications and Awards
- Contingent upon the availability of funds, the Department shall initially ~~annually~~ issue a Request for Proposal (RFP) to interested community-based providers. The Department shall advertise the availability of the RFP and maintain a bidders list of community-based providers for this purpose. The Department shall review all applications submitted in accordance with RFP instructions and make all grant awards on a competitive basis. The RFP shall include but is not limited to:
- 1) a description of the grant program.
- 2) a discussion of activities and costs eligible for reimbursement.
- 3) a format for preparation of grant applications including:
- A) a description of the community-based provider;
- B) a description of the partnership agreement with local businesses and economic development organizations;
- C) a narrative description of the proposed industry linked program to be developed including identification of targeted industries and occupations;
- 4) ~~a description of the local employer's role in assessing needs, curriculum development, the provision of training and placement of program completers;~~
- D) the specific activities and costs proposed for grant reimbursement;
- E) projected outcomes from grant activities including a description of deliverable products, the number of participants to be placed in employment, and the average wage at placement;
- F) a description of the qualifications of personnel to be assigned to the project;
- G) a requested budget; and
- H) supporting budget justification.
- 4) a schedule for the submittal, review, and selection of grant applicants for funding.
- b) Continuation Grants
- Pursuant to 20 ILCS 605/46.19(f), and contingent upon availability of funds, the Department may negotiate continuation grants for projects that were originally competitively procured and performed successfully. An application shall include but not be limited to:
- 1) a description of the purpose of the grant program.



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- 2) a discussion of activities and costs eligible for reimbursement.
- 3) a format for preparation of grant applications, including:
- A) a description of the community-based provider;
  - B) a description of the partnership agreement with local businesses;
  - C) a narrative description of the proposed training program (including the targeted industries and occupations, the curriculum, and the role of local employers in the delivery of training);
  - D) the specific activities and costs proposed for grant reimbursement;
  - E) projected outcomes from grant activities, including a description of deliverable products and the number of low wage and recently hired disadvantaged persons to be trained and the likely effect training will have on their future earnings;
  - F) a description of the qualifications of key personnel to be assigned to the project;
  - G) a requested budget;
  - H) supporting budget justification;
  - I) a detailed comparison of previous years' projected outcomes with actual performance; and
  - J) a narrative description of the accomplishments under the projects to be continued.
- 4) a schedule for the submittal and review of applications, and selection of grant applicants for funding.

(Source: Amended 24 Ill. Reg. 2648, effective FEB 04 2000)

## Section 2660.270 Grant Selection Criteria

The Department shall consider the following criteria in making funding decisions:

- a) the performance of meeting the goals of the previous year's grant, including the level of success in achieving employment, wage, and retention goals, shall be the primary consideration in contract awards and subsequent funding levels;
- b) experience of the community-based provider serving disadvantaged persons, including welfare recipient;
- c) level of participation of local employers in the Training Partnership and proposed work plan;
- d) likelihood of placement of disadvantaged persons in the specific target occupations within the targeted industries and the average wage at placement;
- e) qualifications of personnel assigned to the proposed project;
- f) technical quality of the proposed work plan; and
- g) reasonableness of the proposed costs.

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(Source: Amended at 24 Ill. Reg. 2648, effective FEB 04 2000)

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- 1) Heading of the Part: Administration of Medication in Community Settings
- 2) Code Citation: 59 Ill. Adm. Code 116
- 3) Section Numbers:
- |         | <u>Adopted Action:</u> |
|---------|------------------------|
| 116.10  | New                    |
| 116.20  | New                    |
| 116.30  | New                    |
| 116.40  | New                    |
| 116.50  | New                    |
| 116.60  | New                    |
| 116.70  | New                    |
| 116.80  | New                    |
| 116.90  | New                    |
| 116.100 | New                    |
| 116.110 | New                    |
- 4) Statutory Authority: Implementing and authorized by Section 15.4 of the Mental Health and Developmental Disabilities Administrative Act [20 ILCS 1705/15.4].

5) Effective Date of Rules: February 7, 2000

6) Does this rulemaking contain an automatic repeal date? No

7) Does this rule contain incorporations by reference? No

8) A copy of the adopted rule, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection.

9) Notice of Proposal Published in Illinois Register: October 1, 1999, 23 Ill. Reg. 11812

10) Has JCAR Issued a Statement of Objection to these rules? No

11) Differences between proposal and final version:

In the Table of Contents, at Section 116.40, added "Nurse-Trainers" after "by".

Changed "23" to "24" in the last entry of the main source note.

In Section 116.20, added "or individual" after the statutory citation in the definition of "Authorized direct care staff".

In Section 116.20, in the definition of "Community residence", added "-16" after "(ICF/DD"; removed the hyphen from "16 bed"; and changed "less" to

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"fewer".

In Section 116.20, in the definition of "Competency-based", added "and knowledge" after "skills".

In Section 116.20, in the definition of "Functional literacy", deleted the first occurrence of "and"; added a comma after "speak"; deleted "in English and"; and added "as assessed by standardized techniques" after "job".

In Section 116.20, in the definition of "Master nurse-trainer", added "/educate" after "train".

In Section 116.20, in the definition of "Medication error", deleted the "A" preceding "medication error"; changed "medication" to "Medication"; changed "error" to "errors"; added "Bureau of" before "Quality"; added "Enhancement" after "Quality"; deleted "Assurance Unit"; added "(" before "if"; added ")" in accordance with written instructions from the Department's Bureau of Quality Enhancement or DPHs rules (77 Ill. Adm. Code 350)" after "ICF/DD-16"; and deleted "The report must be made by phone within 24 hours with a written follow-up by the nurse-trainer within seven days."

In Section 116.20, in the definition of "Non-licensed staff training program", replaced "provide" with "implement".

In Section 116.20, in the definition of "Substantial compliance", deleted "and defects"; deleted "not" and changed "insignificant" to "significant".

In Section 116.20, in the definition of "Supervision", added "Professional" after "Registered".

In Section 116.30, subsection (b), deleted "persons" and replaced it with "registered professional nurses".

In Section 116.40, added a new subsection (a) as follows:

"a) Only a nurse-trainer may delegate and supervise the task of medication administration to direct care staff."

In Section 116.40, renumbered all subsequent subsections after the addition of new subsection (a).

In Section 116.40, subsection (c), added "Persons" after "Support"; added "or a DHS approved equivalent Developmental Disabilities Aide Training Program" after "Program".

In Section 116.40 (d)(2), added "nursing" after "practice".

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In Section 116.40 (d)(6), added "to persons" after "administered"; deleted "at which" and replaced it with "for whom"; deleted "are employed" and replaced it with "provide supports".

In Section 116.70 (b)(1)(D), changed "dosage" to "dose".

In Section 116.70 (c), deleted "A"; changed "medication" to "Medication"; changed "error" to "errors"; added "Bureau of" before "Quality"; deleted "Assurance Unit" and replaced it with "Enhancement"; deleted the period after "involved"; added the following language after the closing parenthesis, "in accordance with written instructions from the Department's Bureau of Quality Enhancement or DPHs rules (77 Ill. Adm. Code 350)."; and deleted "The report must be made by phone within 24 hours with a written follow-up by the nurse-trainer within seven days.".

In Section 116.80, added "or" after "compartments".

In Section 116.80 (e), added "prescription" before "medications"; changed "discretion" to "direction".

Italicized statutory language throughout the rule and added appropriate ILCS citations.

12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreement letter issued by JCAR? Yes

13) Will this rule replace an emergency rule currently in effect? Yes

14) Are there any amendments pending on this Part? No

15) Summary and Purpose of Rules: This rulemaking governs the delegation of medication administration to unlicensed, direct care staff by registered professional nurses in small residential community settings (16 beds or fewer) for persons with developmental disabilities.

16) Information and answers to questions regarding this adopted rule shall be directed to:

Ms. Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
3rd Floor, Harris Bldg.  
Springfield, Illinois 62762  
Telephone number: (217) 785-9772

The full text of adopted rule begins on the next page:

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## TITLE 59: MENTAL HEALTH

## CHAPTER I: DEPARTMENT OF HUMAN SERVICES

## PART 116

ADMINISTRATION OF MEDICATION  
IN COMMUNITY SETTINGS

## Section

116.10 Purpose

116.20 Definitions

116.30 Master Nurse-Trainer and Nurse-Trainers

116.40 Training and Authorization of Non-Licensed Staff by Nurse-Trainers

116.50 Administration of Medications

116.60 Medication Self-Administration

116.70 Medication Administration Record and Required Documentation

116.80 Storage and Disposal of Medications

116.90 Individual Health Supports and Assessment

116.100 Quality Assurance

116.110 Administrative Requirements

AUTHORITY: Implementing and authorized by Section 15.4 of the Mental Health and Developmental Disabilities Administrative Act [20 ILCS 1705/15.4].

SOURCE: Emergency rule adopted at 23 Ill. Reg. 11988, effective September 13, 1999, for a maximum of 150 days; adopted at 24 Ill. Reg. 2056 effective FEB 07 2000.

## Section 116.10 Purpose

The purpose of this Part is to ensure the safety of individuals in programs funded by the Department of Human Services (DHS) by regulating the storage, distribution, and administration of medications in specific settings; training of non-licensed staff in the administration of medications. This applies exclusively to all programs for individuals with a developmental disability in settings of 16 persons or fewer that are funded or licensed by the Department of Human Services and that distribute or administer medications and all intermediate care facilities for the developmentally disabled with 16 beds or fewer that are licensed by the Illinois Department of Public Health.

## Section 116.20 Definitions

The words and phrases used in this Part shall mean the following, except where a different meaning is clearly intended from the context:

"Administer" or "Administration." An act in which a single dose of medication is instilled into the body of, applied to the body of, or otherwise given to a person for immediate consumption or use,



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exclusive of injection or other similar methods of transmission.

"Adverse drug reaction." A person's response to medication that has an undesirable effect and may be harmful to the health of a person. The reaction may be temporary and resolve itself without lasting effects or it may require interventions to be resolved.

"Agency." Any organization that operates a residential program for persons with developmental disabilities.

"Authorized direct care staff." *Non-licensed persons who have successfully completed a medication administration training program specified by the Illinois Department of Human Services (DHS) and conducted by a nurse-trainer. This authorization is specific to an individual receiving services in a specific agency and does not transfer to another agency [20 ILCS 1705/15.4(b)] or individual.*

"Community residence." Any residence funded by DHS and provided by a licensed agency, or a residential setting certified or approved by DHS, or an intermediate care facility for 16 or fewer persons with developmental disabilities, licensed by the Illinois Department of Public Health (DPH) as an Intermediate Care Facility for the Developmentally Disabled (ICF/DD-16), 16 beds or fewer.

"Competency-based." Training which is tied to an identified set of skills and knowledge and requires documentation of an acceptable level of performance of a task or achievement of an outcome.

"Controlled substance." Any drug or other substance listed pursuant to a schedule in the Illinois Controlled Substances Act [720 ILCS 570].

"Days." Unless otherwise indicated, all references to days within the text of this Part refers to working days.

"DD Clinical Director." The physician serving as the clinical director of the Office of Developmental Disabilities, Division of Disability and Behavioral Health Services, Illinois Department of Human Services, or designee.

"Delegation." The transfer of responsibility for the performance of selected tasks by the registered nurse (RN) to qualified, competent assistive personnel in a selected situation, based upon the RN's plan of care. The RN retains professional accountability for the outcome of the delegated task and all the nursing care of the individual. No redelegation by assistive personnel may occur.

"Department." The Illinois Department of Human Services (DHS).

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"Distribute or distribution." The act of controlling access to medications and allowing access by individuals to their medications at prescribed times.

"DPA." The Illinois Department of Public Aid.

"DPH." The Illinois Department of Public Health.

"Functional literacy." An individual's ability to read, write, speak, compute and solve problems at levels of proficiency necessary to function on the job as assessed by standardized techniques.

"Guardian." The parent of a child under the age of 18 whose parental rights have not been terminated or a person appointed by a court to be guardian of the individual.

"Individual." Any person with a developmental disability receiving services from a program.

"Intermediate care facility for the developmentally disabled (ICF/DD-16)." A residence licensed by the Illinois Department of Public Health to provide health or rehabilitative care on a long-term basis for 16 or fewer individuals with developmental disabilities.

"Licensed person or personnel." A physician, a registered professional nurse, an advanced practice nurse, a licensed practical nurse, a dentist, a pharmacist, a physician assistant, or a podiatrist licensed in the State of Illinois.

"Master nurse-trainer." An employee of DHS who is a registered professional nurse who has been designated by the DD Clinical Director to train/educate nurse-trainers.

"Medication." A drug prescribed for the individual by a physician, a physician assistant, an advanced practice nurse, a dentist, a podiatrist, or a certified optometrist, including drugs to be taken on a PRN basis and over-the-counter drugs.

"Medication error." The administration of medication other than as prescribed resulting in the wrong medication being taken, or medication being taken at the wrong time, or in the wrong dosage, or via the wrong route, or by the wrong person, or omitted entirely. It is meant to include a lack of documentation of medication administration or any error in that documentation. Medication errors must be reported to the DHS Bureau of Quality Enhancement or to the Illinois Department of Public Health Regional Office (if the individual is a resident of an ICF/DD-16) in accordance with written instructions from the Department's Bureau of Quality Enhancement or

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DPHS rules (77 Ill. Adm. Code 350). All medication errors are subject to review by DHS or DPH, whichever is applicable. Medication errors that meet the reporting criteria pursuant to the Department's rules on Office of Inspector General Investigations of Alleged Abuse or Neglect or Deaths in State-Operated and Community Agency Facilities (59 Ill. Adm. Code 50) shall be reported to the Office of Inspector General.

"Medication administration record." A written record of medications prescribed for, and administered to, an individual.

"Non-licensed staff training program." A standardized competency-based medication administration training program approved by the Illinois Department of Human Services. It is conducted by a nurse-trainer for the purpose of training persons employed or under contract to provide direct care or treatment to individuals receiving services to administer medications and implement self-administration of medication training to individuals under the supervision and monitoring of the nurse-trainer. It incorporates adult learning styles, teaching strategies, classroom management, curriculum overview including ethical-legal aspects, and standardized competency-based evaluations on administration of medications and self-administration of medication training programs. [20 ILCS 1705/15.4(b)]

"Normalization." A philosophy under which persons with a developmental disability are provided or restored to patterns and conditions of everyday life which are as close as possible to norms and patterns of the mainstream of society.

"Nurse-trainer." A registered professional nurse and/or advanced practice nurse who has successfully completed the DHS nurse-trainer training program.

"Nurse-Trainer Training Program." A standardized competency-based medication administration program provided by the Illinois Department of Human Services and conducted by a DHS master nurse-trainer. Nurse-trainers shall train persons employed or under contract to provide self-administration of medication training to individuals under the supervision and monitoring of the nurse-trainer. It incorporates adult learning styles, teaching strategies, classroom management and a curriculum overview including the ethical and legal aspects of supervising those administering medication. [20 ILCS 1705/15.4(b)]

"Patent or proprietary medications." Medications and household remedies that are generally considered and accepted as harmless and nonpoisonous when used according to the directions on the label and for which there are written physician orders for their use.

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"Physician." A physician licensed to practice medicine in all of its branches.

"PRN." Prescribed medications, to be taken as needed, for specific conditions.

"Registered professional nurse." A person licensed as a professional nurse as defined in the Illinois Nursing and Advanced Practice Nursing Act [225 ILCS 65].

"Self-administration." An act in which an individual administers his or her own medications. To be considered "capable of self-administering medications", individual residents must, at a minimum, be able to identify prescribed medication by size, shape, or color and know when it should be taken and in what amount it should be taken each time. [20 ILCS 1705/15.4(b)]

"Substantial compliance." Meeting the requirements set forth in this Part, except for variations from the strict and literal performance of such requirements that result in insignificant omissions and defects, given the particular circumstances and the history of those omissions and defects. Omissions that have an adverse impact on an individual's health and safety shall be considered significant and shall be considered substantial noncompliance.

"Supervision." An active process in which the Registered Professional Nurse monitors, directs, guides, and evaluates the outcomes of an activity or task. The registered nurse maintains the accountability for the tasks and responsibilities, as subcomponents of total patient care, delegated to qualified competent assistive personnel.

## Section 116.30 Master Nurse-Trainer and Nurse-Trainers

a) The Department's master nurse-trainers are designated by the DD Clinical Director and shall meet the following criteria:

1) Demonstration of competence to teach adult learners through:

A) evidence of previous teaching or training experience; or  
B) completion of courses in teaching and instructing.

2) Possession of two years of clinical registered professional nursing experience within the last five years, at least one of which shall have been in developmental disabilities.

b) All registered professional nurses seeking approval to be nurse-trainers to provide medication administration training to non-licensed staff shall:

1) Be licensed as a registered professional nurse or advanced practice nurse in Illinois.

2) Possess two years of clinical registered professional nursing experience within the last five years, at least one of which

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- shall preferably have been in developmental disabilities.
- 3) Have successfully completed the DHS Nurse-Trainer Training Program.
  - c) Requests for approval as a Nurse-Trainer shall be submitted, in writing, to the DD Clinical Director. The DD Clinical Director shall approve all requests that show substantial compliance with the requirements. The decision to approve or deny requests shall be on file with the Department, which shall maintain a list of all approved Nurse-Trainers.
  - d) The DD Clinical Director shall, upon request, grant conditional approval to a registered professional nurse who fulfills the requirements but has not completed the required nurse-trainer course of instruction. Conditional approval shall be granted for no more than 90 days following the date of conditional approval. The nurse given conditional approval shall not train or authorize non-licensed staff to administer medications, but may direct and monitor, as well as educate and train, previously authorized direct care staff on new medications or dosage changes as shall be required.
- Section 116.40 Training and Authorization of Non-Licensed Staff by Nurse-Trainers**
- a) Only a nurse-trainer may delegate and supervise the task of medication administration to direct care staff.
  - b) Prior to training non-licensed staff to administer medication, each nurse-trainer shall perform the following for each individual to whom medications will be administered by non-licensed staff [20 ILCS 1705/15.4(c)] once they are trained and authorized direct care staff:
    - 1) An assessment of the individual's physical and mental status and medical history.
    - 2) An evaluation of the medication orders and medications prescribed.
  - c) Non-licensed direct care staff who are to be authorized to administer medications under the delegation of the registered professional nurse shall meet the following criteria:
    - 1) be age 18 or older;
    - 2) complete high school or its equivalency (G.E.D.);
    - 3) demonstrate functional literacy;
    - 4) satisfactorily complete the Health and Safety component of the Direct Support Persons Core Training Program or a DHS approved equivalent Developmental Disabilities Aide Training Program;
    - 5) be initially trained and evaluated by a nurse-trainer in a competency-based, standardized medication curriculum specified by DHS;
    - 6) receive specific additional competency-based training and assessment by a nurse-trainer as deemed necessary by the nurse-trainer whenever a change of medication or dosage occurs or a new individual that requires medication enters the program;

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- 7) pass the written portion of the comprehensive examination furnished by DHS based on the information conveyed to them; and
- 8) score 100% on a written or oral competency-based evaluation specifically pertinent to those medications that such staff are responsible to administer.
- d) Initial competency-based training toward delegation for medication administration shall include:
  - 1) Best practice standards related to the rights of individuals, legal and ethical responsibilities, agency procedures and communication pertaining to medication administration.
  - 2) Best practice nursing techniques associated with medication administration.
  - 3) Classes of drugs and their effects and common side-effects.
  - 4) Specific information regarding the individuals to whom the staff will administer medication and the medication the staff will administer.
  - 5) Techniques to check, evaluate, report and record vital signs when those skills are necessary for the safe administration of medication to that individual.
  - 6) A final, individual-specific, competency-based evaluation performed by a nurse-trainer for each medication administered to persons at the program for whom the staff provide supports.
- e) Authorized direct care staff shall be re-evaluated by a nurse-trainer at least annually or more frequently at the discretion of the registered professional nurse. Any retraining shall be to the extent that is necessary to ensure competency of the authorized direct care staff to administer medication [20 ILCS 1705/15.4(c)], as judged by a nurse-trainer.
- f) Direct care staff who fail to qualify for competency to administer medications shall be given additional education and testing to meet criteria for delegation authority to administer medications. Any direct care staff person who fails to qualify as an authorized direct care staff after initial training and testing must, within three months, be given another opportunity for retraining and retesting. A direct care staff person who fails to meet criteria for delegated authority to administer medication, including, but not limited to, failure of the written test on two occasions, shall be given consideration for shift transfer or reassignment, if possible. No employee shall be terminated for failure to qualify during the three month time period following initial testing. Refusal to complete training and testing required by this Section may be grounds for immediate dismissal. [20 ILCS 1705/15.4(h)]
- g) No authorized direct care staff person delegated to administer medication shall be subject to suspension or discharge for errors resulting from the staff person's acts or omissions when performing the functions unless the staff person's actions or omissions constitute willful and wanton conduct [20 ILCS 1705/15.4(i)].
- h) Authorization of staff to administer medication shall be revoked if,



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*in the opinion of the registered professional nurse-trainer, the authorized direct care staff person is no longer competent to administer medication [20 ILCS 1705/15.4(c)]. The degree of retraining and reassessment of competency should occur at the discretion of the nurse-trainer.*

- i) Clear documentation of training, retraining, and evaluation shall be kept in each staff or contractual person's personnel file by each agency where authorized direct care staff are employed.

**Section 116.50 Administration of Medications**

- a) Medications shall be administered in accordance with the Mental Health and Developmental Disabilities Administrative Act [20 ILCS 1705] and the Illinois Nursing and Advanced Practice Nursing Act [225 ILCS 65].
- b) Non-licensed staff shall not administer any medication in an injectable form.

- c) A registered professional nurse, advanced practice nurse, physician licensed to practice medicine in all of its branches, or physician assistant shall be on duty or on call at all times in any program covered by this Part [20 ILCS 1705/15.4(j)].

- d) Authorized direct care staff shall not administer PRN medications unless there is a written protocol approved by a nurse-trainer and prescribing practitioner for each individual and for each medication.

A written protocol shall include the following information:

- 1) the name of the individual;
- 2) the name, route, and dosage form of the medication;
- 3) dosage or quantity to be taken;
- 4) frequency or times of administration;
- 5) conditions for which the medication may be given;
- 6) contraindications for the medications;
- 7) a maximum or stop dosage;
- 8) any necessary special directions and precautions for the medication's preparation and administration;
- 9) common severe side or adverse effects or interactions and the action required if they occur; and
- 10) proper storage.

- e) A facility may stock for use as PRN medications, and in accordance with subsection (d) above, only drugs that are regularly available without prescription at a commercial pharmacy, such as: uncontrolled cough syrups, laxatives, and analgesics. These shall be given to an individual only upon the written order of the physician, dentist, or podiatrist; shall be administered from the original containers; and shall be recorded in the individual's medication administration record (MAR).

**Section 116.60 Medication Self-Administration**

- a) As part of the normalization process, in order for each individual to

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*attain the highest possible level of independent functioning, all individuals shall be permitted to participate in their total health care program [20 ILCS 1705/15.4(d)]. Every program shall include, but not be limited to, individual training in promoting wellness, prevention of disease and medication self-administration procedures.*

- 1) Every program shall adopt written policies and procedures for assisting individuals in obtaining preventative health and medication self-administration skills in consultation with the registered professional nurse [20 ILCS 1705/15.4(d)].

- 2) Individuals shall be evaluated to determine their self-administration of medication capabilities by a nurse-trainer through the use of DHS required, standardized screening and assessment instruments.

- 3) When the results of the screening and assessment indicate an individual not to be independently capable to self-administer his or her own medications, programs shall be developed in consultation with the Community Support Team (CST) or Interdisciplinary Team (IDT) to provide individuals with [20 ILCS 1705/15.4(d)] medication self-administration training as identified in each individual's treatment/service plan.

- b) Each individual shall be presumed to be competent to self-administer medications if he or she has been determined to be:

- 1) capable by a registered professional nurse or advanced practice nurse;
- 2) approved to self-administer medication by the individual's Community Support Team (CST) or Interdisciplinary Team (IDT); and
- 3) authorized by a written order of a physician licensed to practice medicine in all of its branches.

- c) Training of individuals to self-administer medication shall minimally include instruction, for each medication prescribed, in the following areas:

- 1) name of medication or identification within the existing agency pharmacy protocol;
- 2) dosage or quantity to be taken;
- 3) route of administration;
- 4) frequency or times of administration;
- 5) purpose of medication, special instructions, common side-effects and potential consequences of not taking the medication or of not taking the medication properly; and
- 6) when to seek medical assistance and any action to be taken in the event of a missed dose, medication error, or adverse drug reaction.

- d) When requested to do so by an individual, authorized direct care staff may assist an individual in the self-administration of medications by taking the medication from the locked area where it is stored and handing it to the individual. If the individual is physically unable to open the container, a staff member may open the container for the individual. Agency staff may also assist physically impaired

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- individuals, such as those who have arthritis, cerebral palsy, or Parkinson's disease, in the removal of the medication from the container and in consuming or applying the medication.
- e) Each individual shall remain under observation by authorized direct care staff and be assisted by the staff to correct or prevent medication errors and to safeguard against adverse drug reactions. All observation and assistance shall be noted in the progress section of the individual's clinical record.
- f) Individuals specifically determined to be competent, by a physician who has issued a written order, to self-administer their own medications may maintain possession of the key or combination of the lock to their own medication storage area. A duplicate key or a copy of the combination shall be kept by the program in a secure location for emergency use, such as if the individual should lose or misplace the key or forget the combination.
- g) A medication administration record need not be kept for those individuals for whom the attending physician has given permission to have access to their own medications and to be fully responsible for taking their own medications.

**Section 116.70 Medication Administration Record and Required Documentation**

- a) All medications, including patent or proprietary medications (e.g., cathartics, headache remedies, or vitamins, but not limited to those) shall be given only upon the written order of a physician, advanced practice nurse, or physician assistant. Rubber stamp signatures are not acceptable. All orders shall be given as prescribed by the physician and at the designated time. Telephone orders may be taken by a registered professional nurse or licensed practical nurse. All orders shall be immediately written on the individual's clinical record or a "telephone order form" and signed by the nurse taking the order. These orders shall be countersigned or documented by facsimile prescription by the physician within ten working days.
- b) Medication Administration Record
- 1) An individual medication administration record shall be kept for each individual for medications administered and shall contain at least the following:
- A) the individual's name;
  - B) the name and dosage form of the drug;
  - C) the name of the prescribing physician, physician assistant, dentist, podiatrist, or certified optometrist;
  - D) dose;
  - E) frequency or times of administration;
  - F) route of administration;
  - G) date and time given;
  - H) most recent date of the order;
  - I) allergies to medication; and
  - J) special considerations.

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- 2) The medication administration record for the current month shall be kept with the medications or in the individual's clinical record. If logs are kept in the individual's clinical record, the record shall be present when and where the medications are taken so that the appropriate notation can be made in the log.
- 3) The medication administration record shall be completed and initialed immediately after the medication is administered by the authorized direct care staff. Each medication administration record shall have a section that contains the full signature and title of each individual who initials the medication administration record.
- 4) All changes in medication shall be noted on the medication administration record by a licensed practical nurse, registered professional nurse, advanced practice nurse, pharmacist, physician, physician assistant, dentist, podiatrist, or certified optometrist and reported to the registered professional nurse in charge of the program prior to the next dose.
- 5) Individual refusal to take medications shall be noted in the medication administration record. A progress note by authorized direct care staff shall be written in the individual's clinical record indicating the reasons for refusal and the registered professional nurse shall be notified.
- 6) For individuals who are independently self-administering medications, no medication administration record shall be required. However, any medication that individuals take shall be listed in their clinical records, including dosage, frequency, and identity of the prescribing physician, physician assistant, dentist, podiatrist, or certified optometrist. Each agency shall develop and implement a quality assurance system to ensure that self-administered medications are taken in accordance with prescribed orders.
- c) In the event of a medication error, authorized direct care staff shall immediately report the error to the registered professional nurse, advanced practice nurse, physician, physician assistant, dentist, podiatrist, or certified optometrist to receive direction on any action to be taken. All medication errors shall be documented in the individual's clinical record and a medication error report shall be completed within eight hours or before the end of the shift in which the error was discovered, whichever is earlier. The medication error report shall be sent to the nurse-trainer for review and further action. A copy of the medication error report shall be maintained as part of the agency's quality assurance program. Medication errors must be reported to the DHS Bureau of Quality Enhancement (or the Illinois Department of Public Health Regional Office if an individual of an ICF/DD-16 is involved) in accordance with written instructions from the Department's Bureau of Quality Enhancement or DPHs rules (77 Ill. Adm. Code 350). All medication errors are subject to review by DHS or DPH, whichever is applicable. Medication errors that meet the

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reporting criteria pursuant to the Department's rules on Office of Inspector General Investigations of Alleged Abuse or Neglect or Deaths in State-Operated and Community Agency Facilities (59 Ill. Adm. Code 50) shall be reported to the Office of Inspector General.

- d) In the event of suspected drug reaction, authorized direct care staff shall immediately report the signs and symptoms to the registered professional nurse, advanced practice nurse, physician, physician assistant, dentist, podiatrist, or certified optometrist to receive direction on any action to be taken. All adverse drug reactions shall be documented in the individual's clinical record and an adverse drug reaction report shall be completed within eight hours or before the end of the shift in which the reaction was discovered, whichever is earlier. The adverse drug reaction report shall be sent to the prescriber and the nurse-trainer for review and further action. A copy of the adverse drug reaction report shall be maintained as a part of the agency's quality assurance program.

- e) An inventory and a record of use of controlled substances shall be maintained by the registered professional nurse in the program, and each substance shall require a separate sheet indicating the:

- 1) name of the individual;
- 2) name of the prescriber;
- 3) serial number of the prescription;
- 4) name of the drug and strength;
- 5) amount used;
- 6) amount remaining;
- 7) time and date administered;
- 8) name of the individual who administered the medication; and
- 9) documentation of a shift count done by authorized direct care staff. Any discrepancies shall be reported to the nurse-trainer for review and action in accordance with written policy.

**Section 116.80 Storage and Disposal of Medications**

- a) All drugs shall be stored in locked compartments or within the locked medicine container, cabinet or closet.
- b) Access to medications shall be limited to licensed and authorized direct care staff. Each program shall maintain an up-to-date list of authorized direct care staff on its premises.
- c) Each program shall have a written procedure for safeguarding medications kept in an individual's room or possession and shall require medications to be stored when individual safety cannot otherwise be assured.
- d) All medications shall be stored in their original containers.
- e) All prescription medications that are given to individuals at the direction of the physician, registered professional nurse, advanced practice nurse, pharmacist, physician assistant, dentist, podiatrist, or certified optometrist shall have a label with the same information as would appear on a pharmacy label in accordance with Section 22 of

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the Illinois Pharmacy Practice Act [225 ILCS 85] to show:

- 1) the name and address of the pharmacy where the prescription is sold or dispensed;
  - 2) the name or initials of the person authorized to practice pharmacy;
  - 3) the date on which the prescription was filled;
  - 4) the name of the patient;
  - 5) the serial number of the prescription as filed in the prescription files;
  - 6) the last name of the practitioner who prescribed the prescription;
  - 7) the directions for use as contained in the prescription; and
  - 8) the proprietary name or names or the established name of the drugs, the dosage, and the quantity.
- f) Disposal of all medications shall be in accordance with federal and State laws.

**Section 116.90 Individual Health Supports and Assessment**

- a) The registered professional nurse shall assess an individual's health status at least annually or more frequently at the discretion of the registered professional nurse.
- b) A physician shall assess an individual's health status at least annually or more frequently at the discretion of the physician or at the request of the agency or the registered professional nurse.

**Section 116.100 Quality Assurance**

- a) A registered professional nurse, advanced practice nurse, licensed practical nurse, pharmacist or physician shall review the following for all individuals:
  - 1) medication orders;
  - 2) medication labels and medications listed on the medication administration record to ensure that they match physician orders; and
- 3) medication administration records (for persons who are not self-medicating) to ensure that they are completed appropriately for:
  - A) medication administered as prescribed;
  - B) refusal by the individual; and
  - C) full signatures provided for all initials used.
- Reviews shall occur at least quarterly, but may be done more frequently at the discretion of the registered professional nurse and/or advanced practice nurse.
- A quality assurance review of medication errors for the purpose of monitoring and recommending corrective action shall be conducted within seven days after occurrence and included in the annual review.
- Documentation of the review and the review date shall be retained for



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at least five years.

- e) All quality assurance records shall be confidential and may only be disclosed in accordance with the provisions of Part 21 of Article VIII of the Code of Civil Procedure [735 ILCS 5/8-2101 through 8-2105].
- f) Nothing in this Part shall limit or restrict the reporting of medication errors as possible abuse or neglect or the investigation by the Office of Inspector General of possible abuse or neglect in accordance with the Department's rules on Office of Inspector General Investigations of Alleged Abuse or Neglect and Deaths in State-Operated and Community Agency Facilities (59 Ill. Adm. Code 50).

## Section 116.110 Administrative Requirements

- a) Written policies and procedures shall be developed by each agency that include:
  - 1) provisions for on-going supervision and monitoring of authorized direct care staff.
  - 2) provisions for annual review and any necessary retraining of authorized direct care staff in theory and practice of medication administration.
  - 3) provisions for a systematic review of all medication errors, adverse drug reactions, and incidents to identify contributing factors and plan corrective action.
  - 4) provisions for recording and reporting of all instances of retraining and retesting for failure to qualify as an authorized direct care staff.
- b) Each program shall have written policies and procedures to include the governing of:
  - 1) distribution of medications, including controlled substances, and persons authorized to distribute medications;
  - 2) administration of medications;
  - 3) quality assurance medication review;
  - 4) storage and safekeeping of medications;
  - 5) disposal of medications, including controlled substances; and
  - 6) training, review and any necessary retraining of authorized direct care staff.
- c) Policies and procedures shall be consistent with applicable rules, regulations, and federal and State law.
- d) Each program shall have a copy of all policies and procedures related to medication on file and readily available to all programs at all times.

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- 1) Heading of the Part: Closure
- 2) Code Citation: 89 Ill. Adm. Code 617
- 3) 

|                         |                        |
|-------------------------|------------------------|
| <u>Section Numbers:</u> | <u>Adopted Action:</u> |
| 617.20                  | Amended                |
| 617.30                  | Amended                |
| 617.40                  | Amended                |
| 617.50                  | Amended                |
| 617.55                  | Amended                |
| 617.60                  | Amended                |
| 617.80                  | Amended                |
| 617.90                  | Amended                |
- 4) Statutory Authority: Implementing and authorized by Section 3 (a),(b) and (k) of the Disabled Persons Rehabilitation Act [20 ILCS 2405/3 (a), (b) and (k)].
- 5) Effective Date of Amendments: February 2, 2000
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this amendment contain incorporations by reference? No
- 8) A copy of the adopted amendment, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection.
- 9) Notice of Proposal Published in Illinois Register: September 3, 1999, 23 Ill. Reg. 10780
- 10) Has JCAR Issued a Statement of Objection to these amendments: No
- 11) Differences between proposal and final version:  
In Section 617.20 (b), added "after closure of the case" after "months" and added "at the customer's request" after "thereafter".
- 12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreement letter issued by JCAR? Yes
- 13) Will these amendments replace an emergency amendment currently in effect?  
 No
- 14) Are there any amendments pending on this Part: No
- 15) Summary and Purpose of Amendments: This rulemaking amends this Part to make the Part consistent with the new federal amendments to the Rehabilitation Act. The most significant changes are the use of the

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Individualized Plan for Employment, the requirement of "full consultation" with the customer in a closure decision, the elimination of "Extended Evaluation" and the addition of a Trial Work Period, the elimination of the suitable transportation closure, and changes in the definition of successful employment.

16) Information and questions regarding this adopted rule shall be directed to:

Ms. Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
3rd Floor, Harris Bldg.  
Springfield, Illinois 62762  
(217) 785-9772

The full text of adopted amendments begins on the next page:

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TITLE 89: SOCIAL SERVICES  
CHAPTER IV: DEPARTMENT OF HUMAN SERVICES  
SUBCHAPTER b: VOCATIONAL REHABILITATION

PART 617  
CLOSURE

| Section |   |
|---------|---|
| 617.10  | General Applicability                               |
| 617.20  | Determination of Closure                            |
| 617.30  | Criteria for Being Determined "Rehabilitated"       |
| 617.40  | Closure as an Unpaid Family Worker                  |
| 617.50  | Closure as a Homemaker                              |
| 617.55  | Closure in Supported Employment                     |
| 617.60  | Closure in Work Services (Sheltered Employment)     |
| 617.70  | Closure in a Work Activity Program (Repealed)       |
| 617.80  | Vocational Outcome at Closure                       |
| 617.90  | Certification of Ineligibility                      |
| 617.100 | Client Participation in Closure Decision (Repealed) |
| 617.110 | Annual Review of Ineligibility Decision             |

AUTHORITY: Implementing and authorized by Section 3(a), (b), and (k) of the Disabled Persons Rehabilitation Act [20 ILCS 2405/3(a), (b), and (k)].

SOURCE: Adopted at 9 Ill. Reg. 8776, effective June 10, 1985; amended at 11 Ill. Reg. 4032, effective February 18, 1987; amended at 12 Ill. Reg. 6959, effective April 1, 1988; amended at 12 Ill. Reg. 11498, effective June 22, 1988; amended at 12 Ill. Reg. 17090, effective October 11, 1988; amended at 12 Ill. Reg. 17957, effective October 24, 1988; amended at 15 Ill. Reg. 7347, effective April 26, 1991; amended at 15 Ill. Reg. 16118, effective October 24, 1991; emergency amendment at 17 Ill. Reg. 11686, effective July 1, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 20366, effective November 15, 1993; recodified from the Department of Rehabilitation Services to the Department of Human Services at 21 Ill. Reg. 9325; amended at 23 Ill. Reg. 1374, effective January 19, 1999; amended at 24 Ill. Reg. 2673, effective 1/2/2000.

## Section 617.20 Determination of Closure

Closure of an individual's case record shall be done any time in the Vocational Rehabilitation (VR) process when the counselor has determined that any of the following exist. Action required for each item is also indicated.

- a) The person has no physical or mental impairment or substantial impediment to employment (89 Ill. Adm. Code 553). This type of closure does not require an annual review, but does require opportunity for full consultation with the customer or representative about the participation-in closure decision; notification to customer of closure, in writing and other appropriate modes of communication;

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informing the customer about the Client Assistance Program (CAP) services; provision of a description of the means by which the customer may express and seek a remedy for any dissatisfaction with the determination, including appeal procedures and appeal rights (89 Ill. Adm. Code 510) and completion of a Certification of Ineligibility by the counselor.

- b) After a period of Trial Work ~~Extended-Evaluation~~ (89 Ill. Adm. Code 553.70 553-88), there is no reasonable expectation that VR services may benefit the individual in terms of a successful employment outcome. This type of closure requires: ~~a~~ an annual review upon request of the customer, within 12 months after closure of the case record and thereafter at the customer's request, except as noted below; opportunity for customer participation in the closure decision; notification to customer of closure, in writing and other appropriate modes of communication; CAP services and appeal rights; ~~an Individualized Plan for Employment (IPE) Written-Rehabilitation Program-(IWRP) amendment~~ (89 Ill. Adm. Code 567), if appropriate; and completion of a Certification of Ineligibility by the counselor. If the determination the customer cannot benefit was based on the fact the customer's medical condition is rapidly progressive or terminal, an annual review need not be conducted.

- c) The person has refused services or further services, or has failed to cooperate. This type of closure does not require an annual review, but does require opportunity for customer participation in the closure decision and written notification to the customer of the closure, CAP services, and appeal rights.

- d) The person cannot be located, has moved out of state, has died, or is otherwise unavailable for services for an extended period of time, e.g., institutionalized or incarcerated. This type of closure does not require an annual review, but does require an IPE ~~IWRP~~ amendment, if appropriate.

- e) The program of services has been completed in terms of a successful employment outcome and additional services are not required. This type of closure does not require an annual review, but does require opportunity for customer participation in the closure decision, written notification to customer of the closure, CAP services and appeal rights, and an IPE ~~IWRP~~ amendment.

- f) Employment was obtained without benefit of VR services. This type of closure does not require an annual review, but does require written notification to customer of the closure, CAP services and appeal rights, and an IPE ~~IWRP~~ amendment, if appropriate.

- g) The person's service needs are outside the scope of VR service as contained in 89 Ill. Adm. Code: Chapter IV, subchapter b and are more appropriately provided by another agency. This type of closure does not require an annual review, but does require opportunity for customer participation in the closure decision, notification to customer of the closure in writing and other appropriate modes of communication, CAP services and appeal rights, and an IPE ~~IWRP~~

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amendment, if appropriate.

- h) The person did not meet the order of selection criteria (89 Ill. Adm. Code 553.140) and did not express an interest in being placed on a waiting list for a later offer of rehabilitation services. The person must have been eligible, or presumably eligible, for services if the order of selection criteria had not been applied. This type of closure does not require an annual review, but does require opportunity for customer participation in the closure decision, written notification to customer of the closure, CAP services and appeal rights.

- i) ~~The provision-of-suitable-transportation-for-the-acceptance-or maintenance-of-employment-was-either-not-feasible-(e-g-77-too-costly for-the-customer-to-afford)-or-not-available--This-type-of-closure does-not-require-an-annual-review-but-does-require-opportunity-for customer-participation-in-the-closure-decision--written-notification to-customer-of-the-closure-in-writing-or-other-appropriate-mode-of communications-CAP-services-and-appeal-rights-and-an-IWRP-amendment-if-appropriate-~~

(Source: Amended at 24 Ill. Reg. 2673, effective FEB 02 2000)

## Section 617.30 Criteria for Being Determined "Rehabilitated"

A determination that the customer has been rehabilitated must meet the following criteria:

- a) the counselor provided guidance and counseling;  
b) VR services which were necessary and consistent with the customer's goals and objectives in accordance with the Individualized Plan for Employment (IPE) ~~Written-Rehabilitation-Program-(IWRP)~~ (89 Ill. Adm. Code 572) were provided;

- c) the customer has attained a successful employment outcome, i.e., entering or retaining full-time competitive employment or, if appropriate, part-time competitive employment in the integrated labor market; satisfying the vocational outcome of supported employment; or satisfying any other vocational outcome the Secretary of the Federal Department of Education may determine to be appropriate and has maintained such for at least 90 calendar days. A rehabilitation counselor/instructor may maintain a case as long as necessary in excess of the 90 days to ensure a successful employment outcome for the customer. A determination of suitable employment cannot be made until completion of 90 days of employment. Suitable employment is indicated when all of the following are present:

- 1) the customer and employer are each satisfied as evidenced by the customer's continued employment and as expressed by the customer at the time of customer participation in the closure decision (Section 617.100);

- 2) the customer is maintaining adequate interpersonal relationships



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and acceptable behavior in the job environment as evidenced by the customer's continued employment and as expressed by the customer at the time of customer participation in the closure decision (Section 617.100);

- 3) the employment outcome is consistent with the customer's own capabilities, career interests, and informed choices as documented in the Assessment of Rehabilitation Needs (89 Ill. Adm. Code 553.100). If the occupation is different from than the customer's identified employment outcome long-term-goal, the customer must be advised of the difference, with documentation in the customer's case file must contain documentation regarding this difference and the customer's IPE must be amended ~~an-IWRP amendment-written~~ (89 Ill. Adm. Code 572.80);
- 4) the customer possesses acceptable skills to perform or continue the work satisfactorily as evidenced by the customer's continued employment;
- 5) the employment is regular, reasonably permanent (based upon the employment outcome goal established in the customer's IPE IWRP (89 Ill. Adm. Code 572)), and the customer receives a wage and level of benefits paid by the employer for the same or similar work performed by individuals who are not disabled; and
- 6) the employment and working conditions will not aggravate the customer's disability and the customer's disability in the job situation will not jeopardize the health or safety of the customer him/herself or others based upon information obtained during the Comprehensive Assessment of Rehabilitation Needs (89 Ill. Adm. Code 553.100) and the counselor's knowledge of the job description and requirements.

(Source: Amended FEB 02 2000 at 24 Ill. Reg. 2673, effective 2673)

## Section 617.40 Closure as an Unpaid Family Worker

To be considered a rehabilitation closure as an unpaid family worker, in addition to the criteria contained in Section 617.30, the VR services that were provided must have related directly to the customer's client's performing work activities required in the particular business.

(Source: Amended FEB 02 2000 at 24 Ill. Reg. 2673, effective 2673)

## Section 617.50 Closure as a Homemaker

To be considered a rehabilitation closure as a homemaker, in addition to the criteria contained in Section 617.30, the VR services that were provided must have related directly to the customer's client's performing or supervising

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housework required in the home.

(Source: Amended at 24 Ill. Reg. 2673, effective 2673)  
FEB 02 2000

## Section 617.55 Closure in Supported Employment

- a) To be considered a rehabilitation closure in supported employment, in addition to the criteria contained in Section 617.30, the supported employment must be competitive work in an integrated work setting (34 CFR 363.5(b)(30)) with compensation based on a rate at least equal to the minimum wage, with applicable benefits ~~with-extended-services~~.
- b) The customer, DHS-ORS and the service provider shall develop an extended service plan which contains a description of extended services to be provided, the identity of the State, federal or private non-profit programs that will provide the services, the customer's comments on the extended service plan, and a date for review of the plan by customer and the counselor. "Extended services" are those services necessary to support and maintain an individual following the termination of time-limited support services as specified on the customer's IPE IWRP (89 Ill. Adm. Code 572). Time-limited support services shall be provided for no longer than 18 months from initial date of placement unless special circumstances exist and the customer and counselor agree extension of this time period is necessary for the customer to achieve his/her employment objective. Extended services shall include job-related skills training provided at least twice monthly on the worksite. If the individual has a diagnosis of mental illness, the contacts may be for any job-related reason off the worksite.
- c) For the purposes of this Section, "customer" shall also include, as appropriate, a parent, family member, guardian, advocate or duly authorized representative.

(Source: Amended FEB 02 2000 at 24 Ill. Reg. 2673, effective 2673)

## Section 617.60 Closure in Work Services (Sheltered Employment)

- a) To be considered a rehabilitation closure in work services (sheltered employment) (a Community rehabilitation work program where individuals are paid commensurate wages based on prevailing wage in the community and applicable benefits) ~~to-not-for-profit-work-site paying--minimum-or-below-minimum-wages-for-work-of-a-non-competitive nature~~, in addition to the criteria contained in Section 617.30, the customer client must be working in a facility approved in accordance with 89 Ill. Adm. Code 530.50, and earn at least 25% of current minimum wage ~~at-or-below-minimum-wage-as-authorized-by-a-certificate from-the-DHS-Department-of-Habor~~ and be offered at least 20 hours of

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paid employment per week per pay period. 7 These conditions must be documented in the case file.

- b) Further, an annual review of this closure must be performed to assess the customer's client's ability to engage in competitive employment. This review and reevaluation of the customer's status must be done for 2 years after the achievement of a work services outcome and thereafter if requested by the customer or, if appropriate, the customer's representative. If it is determined, due to increased work skills and/or change in the customer's client's condition, he/she can be expected to engage in competitive employment, a new case will be opened and the customer client will be provided services, as appropriate, to assist in the attainment of a successful employment outcome in competitive employment.

(Source: Amended at 24 Ill. Reg. 2673, effective FEB 02 2000)

## Section 617.80 Vocational Outcome at Closure

The vocational outcome at time of closure must be consistent with the original or amended employment goal unless written justification for the change exists in the case file and has been changed through an amendment to the customer's IPE client's-IWRP (89 Ill. Adm. Code 572.80).

(Source: Amended at 24 Ill. Reg. 2673, effective FEB 02 2000)

## Section 617.90 Certification of Ineligibility

Any time an applicant or recipient of VR services is determined not to be eligible ineligible (89 Ill. Adm. Code 553.30 552-90), a certification of ineligibility must be completed which indicates the reason for the ineligibility determination.

(Source: Amended FEB 02 2000 at 24 Ill. Reg. 2673, effective FEB 02 2000)

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- 1) Heading of the Part: Program Description
- 2) Code Citation: 89 Ill. Adm. Code 676
- 3) Section Numbers: 676.30 Adopted Action: Amended
- 4) Statutory Authority: Implementing and authorized by Section 3 of the Disabled Persons Rehabilitation Act [20 ILCS 2405/3].
- 5) Effective Date of Amendments: February 2, 2000
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Do these amendments contain incorporations by reference? No
- 8) A copy of the adopted amendment, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection.
- 9) Notice of Proposal Published in Illinois Register: October 8, 1999, 23 Ill. Reg. 12058
- 10) Has JCAR Issued a Statement of Objection to this rulemaking? No
- 11) Differences between proposal and final version: None
- 12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreement letter issued by JCAR? Yes
- 13) Will this amendment replace an emergency amendment currently in effect? No.
- 14) Are there any amendments pending on this Part: No
- 15) Summary and Purpose of Amendments: This rulemaking amends the definition of "Home" to include shelters for the homeless. This amendment will allow persons eligible for the Home Services Program to be provided services while they are housed in the shelter.
- 16) Information and questions regarding this adopted rule shall be directed to:

Ms. Susan Weir, Bureau Chief (217) 785-9772  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East, 3rd Fl.  
Springfield, Illinois 62762

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The full text of adopted amendments begins on the next page:

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TITLE 89: SOCIAL SERVICES  
CHAPTER IV: DEPARTMENT OF HUMAN SERVICES  
SUBCHAPTER d: HOME SERVICES PROGRAM

PART 676

PROGRAM DESCRIPTION

SUBPART A: GENERAL PROGRAM PROVISIONS

Section  
676.10  
676.20  
676.30  
676.40

Program Purpose and Types  
General Program Accessibility  
Definitions  
Service Description

SUBPART B: CASE MANAGEMENT

Section  
676.100  
676.110  
676.120  
676.130

Case Files (Repealed)  
Sharing of Customer Information Between HSP and Other DHS Programs  
Documentation of Information  
Customer Signatures and Information Required to Receive Services  
Under the HSP  
Application by DHS-ORS Employees, Individuals Holding Contracts with  
DHS, DHS-ORS Advisory Council Members, Family Members of DHS-ORS  
Employees, or Close Friends of DHS-ORS Employees  
Geographic Case Assignment

676.150

SUBPART C: VENDOR PAYMENT

Section  
676.200  
676.210

Vendor Payment  
Reporting and Collection of Misspent Funds

SUBPART D: REFERRAL TO DEPARTMENT ON AGING (DoA)

Section  
676.300  
676.310

Criteria for Referral to DoA  
Disposition of Cases not Appropriate for Referral to DoA

AUTHORITY: Implementing Section 3 of the Disabled Persons Rehabilitation Act  
[20 ILCS 2405/3].

SOURCE: Adopted at 19 Ill. Reg. 5095, effective March 21, 1995; amended at 20  
Ill. Reg. 6315, effective April 18, 1996; amended at 21 Ill. Reg. 2678,  
effective February 7, 1997; recodified from the Department of Rehabilitation  
Services to the Department of Human Services at 21 Ill. Reg. 9325; amended at  
22 Ill. Reg. 19563, effective October 23, 1998; amended at 23 Ill. Reg. 6445,



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effective May 17, 1999; amended at 23 Ill. Reg. 13874, effective November 8, 1999; amended at 24 Ill. Reg. 2676, effective FEB 02 2000.

## SUBPART A: GENERAL PROGRAM PROVISIONS

## Section 676.30 Definitions

For the purposes of this Subchapter, unless otherwise stated, the following terms shall have the following meanings.

- a) Activities of Daily Living (ADLs) - those tasks an individual must do, or which an individual must have provided for him/her, in order to prevent institutionalization (i.e., bathing, dressing, shopping, cooking, housekeeping, etc.).

- b) Customer - anyone who:

- 1) has been referred to HSP for a determination of eligibility for services;

- 2) has applied for services through HSP;

- 3) is receiving services through HSP; or

- 4) has received services through HSP.

If the customer is unable to satisfy any of his/her obligations under the HSP, including, without limitation, the obligation to serve as the employer of the PA, the customer's parent, family member, guardian, or duly authorized representative may act on behalf of the customer and is included within the definition of "customer", as used throughout this Part.

For purposes of the PA services performed pursuant to the HSP, the customer shall serve as the employer of the PA. In this capacity, the customer is responsible for controlling all aspects of the employment relationship between the customer and the PA, including, without limitation, locating and hiring the PA, training the PA, directing, evaluating and otherwise supervising the work performed by the PA, imposing (where, in the opinion of the customer, it is appropriate or necessary) disciplinary action against the PA, and terminating the employment relationship between the customer and the PA.

- c) Counselor - the DHS-ORS staff person or contractual Case Manager who helps to ensure that the funds available under the HSP are properly distributed in accordance with the Service Plan, any applicable waiver programs, and all applicable laws.

- d) Determination of Need (DON) - the assessment tool used to determine an individual's non-financial eligibility for HSP services based on the individual's impairment and need for care. This form measures the level of risk of institutionalization for the individual.

- e) DHS - Illinois Department of Human Services.

- f) DPA - Illinois Department of Public Aid.

- g) Family - any one related by blood, marriage, or adoption to the individual seeking services through HSP or anyone with whom the individual has a close inter-personal relationship and who resides

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with the individual.

- h) Family Unit - for the purposes of determining financial eligibility, the number of persons derived when counting the individual seeking services through HSP and the number of persons in the household who are legally responsible for the individual seeking services and for whom the individual seeking services is legally responsible.

- i) HCFA - the federal Health Care Financing Administration.

- j) Home Services Program (HSP) - a State and federally funded program designed to allow Illinois residents, who are at risk of unnecessary or premature institutionalization, to receive necessary care and services in their homes, as opposed to being placed in an institution.

- k) Home - a private residence where the customer lives which is not an intermediate care or skilled nursing facility as defined at 77 Ill. Adm. Code 300, or a residential program operated by, or for which funding is provided by, the Illinois Department of Human Services, Office of Mental Health and Office of Developmental Disabilities as defined at 59 Ill. Adm. Code 120. For the purpose of this Subchapter, the term "home" shall include domestic violence shelters as defined in Section 1(c) of the Domestic Violence Shelter Act [20 ILCS 2210/1(c)] and publicly or privately administered shelters designed to provide temporary living accommodations for persons who are homeless.

- l) Intermediate Care Facility (ICF) - a nursing facility that provides regular health related care to its residents, as well as those services necessary for safe and adequate living.

- m) Legally Responsible Family Member - a spouse, parent of a child who is under age 18 or a legal guardian of an individual who is under age 18.

- n) Medicaid - the Medicaid program administered by DPA under the Public Aid Code [305 ILCS 5/11].

- o) Medicaid Waiver - the waiver allowing HSP to claim federal reimbursement for approved levels of in-home care for individuals who would otherwise be placed in institutions for such care. The Medicaid Waiver is overseen at the federal level by HCFA.

- p) Personal Assistant (PA) - an individual employed by the customer to provide through HSP varied services that have been approved by the customer's physician.

- q) Personal Assistant Backup Plan - the plan developed by the customer and designed to ensure that the customer receives the necessary care and services under the HSP in the event that his/her regular PA is unavailable or unwilling to perform his/her obligations under the HSP. The customer is responsible for designating the backup personal assistant.

- r) Physician - a licensed doctor of medicine (M.D.) or doctor of Osteopathy (D.O.) licensed pursuant to the Medical Practice Act [225 ILCS 60].

- s) Prescreening - an assessment to determine an individual's need for institutional care at the ICF or SNF level care, to ensure Medicaid payment for such a placement is appropriate, and the assessment as to whether or not HSP services are an appropriate alternative to

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- institutional care for the individual.
- t) Service Cost Maximum (SCM) - the maximum monthly amount which may be expended for HSP services for an eligible individual. This amount is determined based on the individual's DON score and the specific programmatic component of HSP through which the individual is being served.
- u) Service Plan - specifically, the Home Services Program Service Plan (IL 488-1049), Home Services Program Service Plan Addendum (IL 488-1050) or the Interim Agreement (IL 488-2344) forms, on which all services to be provided to an individual through HSP are listed.
- v) Services - the necessary tasks provided to an individual, in one or more of the areas listed in Section 676.40 and listed on the individual's Service Plan, through HSP with the intent of preventing the unnecessary institutionalization of the individual.
- w) Skilled Nursing Facility (SNF) - a facility that provides regular and on-going nursing level care to its residents due to the residents' medical conditions, as well as those services necessary for safe and adequate living.

(Source: ~~PL 90-2400~~ at 24 Ill. Reg. 2676, effective \_\_\_\_\_)

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## NOTICE OF ADOPTED AMENDMENT

- 1) Heading of the Part: Service Planning and Provision
- 2) Code Citation: 89 Ill. Adm. Code 684
- 3) Section Numbers: Adopted Action:  
684.30 Amended
- 4) Statutory Authority: Implementing Section 3 of the Disabled Persons Rehabilitation Act [20 ILCS 2405/3].
- 5) Effective Date of Rulemaking: February 2, 2000
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this amendment contain incorporations by reference? No
- 8) A copy of the adopted amendment, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection.
- 9) Notice of Proposal Published in Illinois Register: September 10, 1999 ,  
23 Ill. Reg. 10918
- 10) Has JCAR Issued a Statement of Objection to this amendment? No
- 11) Differences between proposal and final version: Added "(under age 18)" after "child" and deleted "spouse" from 89 Ill. Adm. Code 684.30(b).
- 12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreement letter issued by JCAR? Yes
- 13) Will this amendment replace an emergency amendment currently in effect?  
No
- 14) Are there any amendments pending on this Part: No
- 15) Summary and Purpose of Amendments: This rulemaking amends Section 684.30 to make it consistent with other Sections of the Home Services rules and to remove restrictions on specified family members of customers providing services paid for by Home Services to the customer.
- 16) Information and questions regarding this adopted rule shall be directed to:  
Ms. Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East, 3rd Floor (217) 785-9772  
Springfield, Illinois 62762

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The full text of adopted amendments begins on the next page:

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TITLE 89: SOCIAL SERVICES  
CHAPTER IV: DEPARTMENT OF HUMAN SERVICES  
SUBCHAPTER d: HOME SERVICES PROGRAM

PART 684  
SERVICE PLANNING AND PROVISION

|         |  |
|---------|--|
| Section | Service Plan   |
| 684.10  | Procuring an Appropriate Service Provider              |
| 684.20  | Family Members as Service Providers                    |
| 684.30  | Distribution of the Service Plan                       |
| 684.40  | Service Plan Content                                   |
| 684.50  | Provision of Services                                  |
| 684.60  | Service Planning Limitations                           |
| 684.70  | Required Physician's Certification of HSP Service Plan |
| 684.75  | Interim Services                                       |
| 684.80  | Coordination of HSP and Other Services                 |
| 684.90  | Denial or Termination of HSP Services                  |
| 684.100 |  |

AUTHORITY: Implementing Section 3 of the Disabled Persons Rehabilitation Act  
20 ILCS 2405/3].

SOURCE: Adopted at 19 Ill. Reg. 5129, effective March 21, 1995; recodified from the Department of Rehabilitation Services to the Department of Human Services at 21 Ill. Reg. 9325; amended at 22 Ill. Reg. 18955, effective October 1, 1998; amended at 23 Ill. Reg. 6470, effective May 17, 1999; amended at 23 Ill. Reg. 12644, effective October 4, 1999; amended at 24 Ill. Reg. 2687, effective FEB 02 2000.

Section 684.30 Family Members Member as Service Providers

The following individuals shall not be paid through HSP to be a customer's service provider.

- a) The customer's legally responsible family members (89 Ill. Adm. Code 676.30);
  - b) The customer's minor child (under age 18);
  - c) The customer's foster parents if the customer is under age 18; or
  - d) The customer's stepparents, if the customer is a minor child (under age 18).
- a) Legally responsible family members--(89-ill-Adm-Code-676-30)-or-a family-member-for-whom-the-customer-is-legally-responsible-may-not-be paid-through-HSP-to-be-service-providers---Specifically,--these individuals-are:
- 1) a-spouse;
  - 2) a-parent-of-a-minor-child;-and
  - 3) a-minor-child-of-the-customer-receiving-services;
- b) Other-relatives--(i-e-r-aunts,--uncles,--first-cousins,--grandparents



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- siblings) may be paid to provide services to a customer only when:
- 1) no other appropriate service providers can be located; the case file must contain documentation that a serious and ongoing effort is being made to locate another appropriate service provider; or
  - 2) the counselor has determined, based on documentation in the case file, that the family member is the most appropriate service provider due to the care involved or the circumstances.
- c) Individuals with a lesser degree of relationship to the customer shall not be considered family members for the purpose of providing services.

(Source: Amended at 24 Ill. Reg. 2687, effective FEB 02 2000)

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## NOTICE OF ADOPTED AMENDMENTS

- 1) Heading of the Part: Ambulatory Surgical Treatment Center Licensing Requirements
- 2) Code Citation: 77 Ill. Adm. Code 205
- 3) Section Numbers: Adopted Action:
  - 205.115 Amendment
  - 205.1360 Amendment
  - 205.1370 Amendment
  - 205.1380 Amendment
  - 205.1770 Amendment
- 4) Statutory Authority: Ambulatory Surgical Treatment Center Act [210 ILCS 5]
- 5) Effective Date of Rulemaking: February 18, 2000
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this rulemaking contain incorporations by reference? Yes
- 8) A copy of the adopted amendment, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection.
- 9) Notice of Proposal Published in Illinois Register: July 16, 1999 - 23 Ill. Reg. 7849
- 10) Has JCAR issued a Statement of Objection to these amendments? No
- 11) Differences between proposal and final version:

The following changes were made in response to comments received during the first notice or public comment period:

The first sentence of Section 205.1360(d)(1)(A)(iii) was amended to read: "Stage I recovery rooms shall have a minimum clear area of 70 square feet for single or multiple patient occupancy."

The following changes were made in response to comments and suggestions of JCAR:

In Section 205.1370(d), "or" was stricken and a comma was added; after "faucets", "or with automated electronic actuated faucets" was added.

In addition, various typographical, grammatical and form changes were made in response to the comments from JCAR.
- 12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreements issued by JCAR? Yes

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13) Will this rulemaking replace an emergency rulemaking currently in effect?  
NO

14) Are there any amendments pending on this Part? NO

15) Summary and Purpose of Rulemaking:

The rules in Part 205 govern the licensure of ambulatory surgical treatment centers. Incorporated and referenced materials are being updated in Section 205.115. The Life Safety Code is updated to the 1997 edition. Four new NFPA codes have been added: No. 101A (1995): Alternative Approaches to Life Safety Code; No. 72 (1996): National Fire Alarm Code; No. 99 (1996): Healthcare Facilities Handbook; No. 241 (1996): Safeguarding Construction, Alteration, and Demolition of Operations Code.

Requirements for examination rooms, procedure rooms for both sterile and non-sterile areas, and recovery rooms are being amended in Section 205.1360. Requirements for support service areas are clarified in Section 205.1370. In Section 205.1380 (Diagnostic Facilities), requirements for radiographic suites are expanded. References to incorporated materials are updated in Section 205.1770 (Equipment Installation in Special Areas). A new requirement for an "in use" warning light is added for procedure rooms where laser equipment is used if the manufacturer's specifications require such a light.

16) Information and questions regarding these adopted amendments shall be directed to:

Paul Thompson  
Division of Legal Services  
Department of Public Health  
535 West Jefferson, Fifth Floor  
Springfield, Illinois 62761  
217/782-2043  
(rules@idph.state.il.us)

The full text of the adopted amendments begins on the next page:

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TITLE 77: PUBLIC HEALTH  
CHAPTER I: DEPARTMENT OF PUBLIC HEALTH  
SUBCHAPTER b: HOSPITAL AND AMBULATORY CARE FACILITIES

## PART 205

## AMBULATORY SURGICAL TREATMENT CENTER LICENSING REQUIREMENTS

## SUBPART A: GENERAL

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205.110  
205.115  
205.118  
205.120  
205.125  
205.130

Definitions  
Incorporated and Referenced Materials  
Conditions of Licensure  
Application for Initial Licensure  
Application for License Renewal  
Approval of Surgical Procedures

## SUBPART B: OWNERSHIP AND MANAGEMENT

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205.210  
205.220  
205.230  
205.240

Ownership, Control and Management  
Organizational Plan  
Standards of Professional Work  
Policies and Procedures Manual

## SUBPART C: PERSONNEL

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205.310  
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Personnel Policies  
Presence of Qualified Physician  
Nursing Personnel  
Basic Life Support  
Laboratory Services

## SUBPART D: EQUIPMENT, SUPPLIES, AND FACILITY MAINTENANCE

Section  
205.410  
205.420

Equipment  
Sanitary Facility

## SUBPART E: GENERAL PATIENT CARE

Section  
205.510  
205.520  
205.530  
205.540

Emergency Care  
Preoperative Care  
Operative Care  
Postoperative Care

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## SUBPART F: RECORDS AND REPORTS

Section  
205.610  
205.620

Clinical Records  
Statistical Data

## SUBPART G: LIMITED PROCEDURE SPECIALTY CENTERS

Section  
205.710  
205.720  
205.730  
205.740  
205.750  
205.760

Pregnancy Termination Specialty Centers  
Personnel (Repealed)  
General Patient Care (Repealed)  
Preoperative Requirements (Repealed)  
Postoperative Requirements (Repealed)  
Reports (Repealed)

## SUBPART H: LICENSURE PROCEDURES

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205.810  
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205.830  
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Complaints  
Notice of Violation  
Plan of Correction  
Adverse Licensure Action  
Fines and Penalties  
Hearings

SUBPART I: BUILDING DESIGN, CONSTRUCTION STANDARDS, AND  
PHYSICAL REQUIREMENTS

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205.1310  
205.1320  
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205.1340  
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205.1370  
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205.1390  
205.1400  
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Plant and Service Requirements  
General Considerations  
New Construction, Additions and Major Alterations  
Minor Alterations and Remodeling Changes  
Administration Department and Public Areas  
Clinical Facilities  
Support Service Areas  
Diagnostic Facilities  
Other Building Services  
Details and Finishes  
Construction, Including Fire Resistive Requirements, and Life Safety

## SUBPART J: MECHANICAL

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205.1510  
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General  
Thermal and Acoustical Insulation  
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## SUBPART K: PLUMBING AND OTHER PIPING SYSTEMS

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205.1610  
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205.1640  
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General  
Plumbing Fixtures  
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205.1730  
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General  
Switchboards and Power Panels  
Panelboards  
Lighting  
Receptacles (Convenience Outlets)  
Grounding  
Equipment Installation in Special Areas  
Emergency Electric Service  
Fire Alarm System

TABLE A General Pressure Relationships and Ventilation Rates of  
Ambulatory Surgery Area

AUTHORITY: Implementing and authorized by the Ambulatory Surgical Treatment Center Act [210 ILCS 5].

SOURCE: Amended July 18, 1974; emergency amendment at 3 Ill. Reg. 10, p. 43, effective February 23, 1979, for a maximum of 150 days; amended at 3 Ill. Reg. 30, p. 371, effective July 23, 1979; amended at 5 Ill. Reg. 12756, effective November 4, 1981; amended at 6 Ill. Reg. 6220, 6225, and 6226, effective May 17, 1982; amended at 6 Ill. Reg. 10974, effective August 30, 1982; amended at 6 Ill. Reg. 13337, effective October 20, 1982; amended at 7 Ill. Reg. 7640, effective June 14, 1983; codified at 8 Ill. Reg. 9367; amended at 9 Ill. Reg. 12014, effective July 23, 1985; amended at 10 Ill. Reg. 8806, effective June 1, 1986; amended at 10 Ill. Reg. 21906, effective January 15, 1987; amended at 11 Ill. Reg. 14786, effective October 1, 1987; amended at 12 Ill. Reg. 3743, effective February 15, 1988; amended at 12 Ill. Reg. 15573, effective October 1, 1988; amended at 13 Ill. Reg. 16025, effective November 1, 1989; emergency amendment at 14 Ill. Reg. 5596, effective March 26, 1990, for a maximum of 150 days; amended at 14 Ill. Reg. 13802, effective August 15, 1990; amended at 15 Ill. Reg. 17770, effective December 1, 1991; amended at 17 Ill. Reg. 3507, effective March 3, 1993; amended at 18 Ill. Reg. 11939, effective July 22, 1994; amended at 18 Ill. Reg. 17250, effective December 1, 1994; amended at 22 Ill. Reg. 9335, effective May 20, 1998; amended at 22 Ill. Reg. 22019,



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effective December 4, 1998; amended at 24 Ill. Reg. **2696**, effective  
FEB 18 2000.

## SUBPART A: GENERAL

## Section 205.115 Incorporated and Referenced Materials

a) The following regulations and standards, and statutes are incorporated or referenced in this Part:

- i) Private and professional association standards:
- A) American Society of Heating, Refrigerating, and Air Conditioning Engineers (ASHRAE), Standard No. 52.152-68: Gravimetric and Dust-Spot Procedures for Methods of Testing Air Cleaning Devices Used in General Ventilation for Removing Particulate Matter (1992) (1960) (see Section 205.1540(i)) and Handbook of Fundamentals (1997) (1981) (see Section 205.1540(p)), which may be obtained from the National Association of American Society of Heating, Refrigerating, and Air Conditioning Engineers, Inc., 1791 Tullie Circle, N.E., Atlanta, Georgia 30329.7
- United-Engineering-Center, 345-East-47th-Street, New-York-New-York-10017.
- B) National Fire Protection Association (NFPA) Standard No. 101: Life Safety Code (1997) (1991), which may be obtained from the National Fire Protection Association, 1 Batterymarch Park, Quincy, Massachusetts 02269.
- i) No. 99 (1990): Standards for Health Care Facilities. (fSee Section 205.1410.)
- ii) No. 70 (1996) (1993): National Electrical Code. (fSee Sections 205.1760, 205.1770 and 205.1780.)
- iii) No. 80 (1995) (1990): Standard for Fire Doors and Windows. (fSee Section 205.1400(f).)
- iv) No. 90A (1996) (1989): Installation of Air Conditioning and Ventilating Systems. (fSee Section 205.1540.)
- v) No. 90B (1989): Installation of Warm Air Heating and Air Conditioning Systems. (fSee Section 205.1540.)
- vi) No. 255 (1996) (1990): Method of Test of Surface Burning Characteristics of Building Materials. (fSee Sections 205.1410 and 205.1520.)
- vii) No. 701 (1996) (1989): Standard Methods of Fire Tests for Flame-Resistant Textiles and Films. (fSee Section 205.1400(j).)
- viii) No. 101A (1995): Alternative Approaches to Life Safety Code.
- ix) No. 72 (1996): National Fire Alarm Code.
- x) No. 99 (1996): Healthcare Facilities Handbook.
- xi) No. 241 (1996): Safeguarding Construction.

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Alteration, and Demolition of Operations Code.

- 3) American-Hospital-Association--infection--Centri--in--the-Hospital--(1997)--which--may--be--obtained--from--the--American-Hospital-Association--840--North--Lake--Shore--Drive--Chicago--Illinois-60601--(fSee-Section-205-410)
- C) National Council on Radiation Protection (NCRP), Report No. 102: Medical X-ray, Electron Beam and Gamma-Ray Protection for Energies up to 50 MeV (Equipment Design, Performance and Use (June, 1989)), and Report No. 49: Structural Shielding Design and Evaluation for Medical Use of X-rays and Gamma-Rays of Energies up to 10 MeV (September, 1976), which may be obtained from the National Council on Radiation Protection and Measurement, 7910 Woodmont Avenue, Suite 800, Bethesda, Maryland 20814-3095 P-0-Box-30175-Washington-B-0-20014. (fSee Section 205.1400(g).)

D) Underwriters Laboratories, Inc. (UL), Publication No. 181 (1994) (1994): Air Ducts; which may be obtained from Underwriters Laboratories, Inc., 333 Pfingsten Road, Northbrook, Illinois 60062 207-East-Ohio-Street--Chicago--Illinois-60611. (fSee Section 205.1710.)

- 2) Federal regulations statutes and rules: Rules of the Health Care Financing Administration governing Medicare program coverage of Ambulatory Surgical Services (42 CFR 416, October 1, 1997) under Sections 1832(a)(2) and 1833 of the Social Security Act (42 USC 4-5-G-1395(a)(2) and 1395I). (fSee definition of "Ambulatory Surgical Treatment Center" in Section 205.110 and Section 205.130(d).)

b) All incorporations by reference of federal regulations and the standards of nationally recognized organizations refer to the regulations and standards on the dates specified and do not include any additions or deletions subsequent to the date specified.

c) The following statutes and State regulations are referenced in this Part:

1) State of Illinois statutes:

- A) Ambulatory Surgical Treatment Center Act (1997-Rev.-Stat-1991-ch-111-1/2-par-157-0-1-et-seq) [210 ILCS 5]
- B) Illinois Dental Practice Act (1997-Rev.-Stat-1991-ch-111-par-230-et-seq) [225 ILCS 25]
- C) Illinois Nursing and Advanced Practice Nursing Act of 1987 (1997-Rev.-Stat-1991-ch-111-par-350-et-seq) [225 ILCS 65]
- D) Podiatric Medical Practice Act of 1987 (1997-Rev.-Stat-1991-ch-111-par-480-et-seq) [225 ILCS 100]
- E) Safety Glazing Materials Act (1997-Rev.-Stat-1991-ch-111-1/2-par-310-et-seq) [430 ILCS 60]
- 2) State of Illinois Rules Rules:
- A) Department of Public Health, Illinois Plumbing Code (77 Ill. Adm. Code 890)

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- B)2) Department of Nuclear Safety, Radiation Protection (32 Ill. Adm. Code: Chapter I, Subchapter b)  
e) ~~All references to federal regulations and incorporations of standards of nationally recognized organizations in this Part refer to the regulations or standards on the date specified and do not include any additions or deletions subsequent to the date specified.~~

(Source: Amended 24 Ill. Reg. 2691, effective 8/2000)

SUBPART I: BUILDING DESIGN, CONSTRUCTION STANDARDS, AND  
PHYSICAL REQUIREMENTS

Section 205.1360 Clinical Facilities

- a) Examination rooms ~~room(s)~~
- 1) Each examination room ~~room(s)~~ shall have a minimum clear floor area of 80 square feet, and a minimum dimension of 8 feet, exclusive of ~~excluding such spaces as~~ vestibule, toilet, closet, and work counter (whether fixed or movable). A minimum clear dimension of 2'6" on each side and at both ends of the examination table shall be provided. ~~Arrangements shall permit at least 21-6" clearance at each side and at both ends of the examination table.~~
  - 2) A lavatory or sink equipped for handwashing with electronic or knee or foot control shall be provided.
  - 3) A counter or shelf space for writing shall be provided.
- b) Procedure rooms ~~room(s)~~ - Sterile area
- 1) At ~~Provide~~ at least one procedure room with a minimum clear area of 250 square feet and a minimum dimension of 14 feet, exclusive of closet, cabinet, and work counter (whether fixed or movable) shall be provided. There shall be a minimum clearance of 3'6" at each side and at both ends of the operating table. ~~cabinets and shelves. Any other procedure rooms shall not be less than 120 square feet with a minimum dimension of 10 feet.~~
  - 2) Any new construction of other procedure rooms shall not be less than 120 square feet with a minimum dimension of 10 feet, exclusive of closet, cabinet, and work counter (whether fixed or movable). There shall be a minimum of 3' clearance at each side and at both ends of the operating table.
  - 3)2) A ~~Provide~~ a communication system connecting with the control station shall be provided.
  - 4)3) Special ~~Provide~~ features such as x-ray film illuminators, and storage space as required by the program, shall be provided.
- c) Procedure rooms - Non-sterile area
- 1) Laser rooms
    - A) Rooms used solely for procedures where lasers are employed

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shall have a minimum clear floor area of 100 square feet and a minimum clear dimension of 10 feet, exclusive of vestibule, toilet, closet, and work counter (whether fixed or movable). There shall be a minimum 2'6" clearance at each side and both ends of the treatment chair/table.  
B) If a water cooling system for the laser equipment is used, a water supply and trapped waste line shall be provided to service the laser.  
C) A communication system connected to the control station shall be provided.

2) Gastrointestinal endoscopy rooms

- A) Rooms used solely for gastrointestinal endoscopic procedures shall have a minimum clear floor area of 200 square feet and a minimum clear dimension of 12 feet, exclusive of such spaces as vestibule, toilet, closet, and work counter (whether fixed or movable). There shall be a minimum 2'6" clearance at each side and at both ends of the treatment table.  
B) A storage area for overgowns, gloves, masks, and goggles adjacent to the handwashing lavatory shall be provided.  
C) An area for the disposal of overgowns, gloves, masks, and goggles shall be provided.  
D) An endoscopic instrument cabinet for easy access and proper maintenance of fiberoptic equipment shall be provided.  
E) An instrument processing work area with storage cabinets, work counter, drip rack, and double sink shall be provided.  
F) A communication system connected to the control station shall be provided.

d)2) Recovery rooms ~~room(s)~~

- 1) Rooms ~~Room(s)~~ for post-anesthesia recovery for surgical patients shall be provided. These rooms shall be classified as Stage I recovery, Stage II recovery, or combined Stage I and Stage II recovery.
- A) Stage I recovery rooms
- i) Stage I recovery rooms shall include spaces for patients who are recovering from surgical procedures requiring general, spinal or any other type of sedation that requires a more intense level of monitoring.  
There shall be at least one recovery bed and two additional beds or lounge chairs for each procedure room using general, spinal or epidural anesthesia, or IV sedation.
  - ii) Stage I recovery rooms shall have a minimum clear area of 70 square feet for single or multiple patient occupancy. The beds and chairs shall be arranged so that there is a minimum clear dimension of 3' on the sides of the beds or chairs and 4' at the foot of the



## DEPARTMENT OF PUBLIC HEALTH

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beds or chairs.

- B) Stage II recovery rooms
- i) Stage II recovery rooms shall include spaces for patients who are able to leave the Stage I recovery room but require additional time for all of the patient's vital signs to be stabilized to the point where the patient may leave the facility. These rooms may also serve those patients who have undergone surgical procedures under local anesthesia.
  - ii) Stage II recovery rooms shall have a minimum clear area of 50 square feet per station with a minimum clear dimension of 2'6" on both sides and 3' at the foot of the beds or lounge chairs.
  - iii) For each procedure room using only local anesthesia, at least one recovery bed and one additional bed or lounge chair shall be provided.
  - iv) For each gastrointestinal endoscopy room, there shall be a minimum of one recovery bed and one other recovery bed or lounge chair.
- 2) Recovery rooms shall contain a minimum of 100 square feet of usable floor space for a single bed occupancy and at least 80 square feet per bed for multiple bed occupancy, so arranged that there will be at least 3 feet between beds and 4 feet of clear space at the foot of each bed.
- 2) The recovery area (nursing room) shall contain a drug distribution station, handwashing facility, charting facilities, nurses' station, and storage space for supplies and equipment.
- 3) The recovery rooms must have accessibility to provide a toilet which is accessible to the recovery room without having to leave the recovery room to reach it. The water closet shall be equipped with a gray diverter valve.
- 5) A separate supervised room may be provided for use by patients who are able to leave the recovery (post-anesthesia) room but need additional time for all vital signs to be stabilized to the point where the patient may leave the facility. This room shall be equipped with reclining or lounge type chairs for patients and shall contain a minimum of 50 square feet of usable floor space for each patient to be accommodated at any one time.
- 6) These recovery rooms may be combined, if desired.
- 7) Provide a minimum of four recovery beds or lounge chairs for each procedure room. At least one of the four must be a bed, and the other three may be lounge chairs or beds.

(Source: Amended at 24 Ill. Reg. 86-91, effective FEB 18 2000)

Section 205.1370 Support Service Areas

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- a) A control station shall be located to permit visual surveillance of all traffic that enters the operating suite.
- b) Sterilizing facilities Provide--sterilizing facility--with high speed autoclaves autoclave(s) conveniently located to serve all procedure rooms shall be provided. Approved alternate provisions may be made for replacement of sterile instruments during surgery.
- c) A drug distribution station shall be provided for storage and preparation of medication to be administered to patients.
- d) Scrub stations with knee, or foot or elbow actuated faucets or with automatic electronic actuated faucets shall be provided near the entrances to, but outside of, the procedure rooms. Scrub facilities shall be arranged to minimize splatter on nearby personnel or supply carts.
- e) A soiled workroom for the exclusive use of the surgical suite staff shall be provided. The soiled workroom shall contain a work counter, sink equipped for handwashing, waste receptacle, and linen receptacle. This room may be used for cleaning anesthesia equipment.
- f) Fluid waste disposal facilities shall be conveniently located with respect to the general procedure rooms.
- g) Clean workroom
  - 1) A clean workroom or a clean supply room is required when clean materials are assembled within the surgical suite prior to use. A clean workroom shall contain a work counter, sink equipped for handwashing, and space for clean and sterile supplies. A clean supply room shall be provided when the narrative program defines a system for the storage and distribution of clean and sterile supplies that which would not require the use of a clean workroom.
  - 2) An autoclave shall be incorporated into the clean workroom.
- h) Anesthesia storage facilities shall be provided. Flammable anesthetics are prohibited.
- i) Medical gas supply storage with space for reserve nitrous oxide and oxygen cylinders shall be provided, with all tanks properly secured.
- j) Storage area for equipment and supplies used in the surgical suite shall be provided.
- k) Staff and personnel facilities shall be provided for male and female personnel (orderlies, technicians, nurses, and doctors) working within the surgical suite. The areas shall contain lounge, lockers, toilets, lavatories equipped for handwashing, and space for changing clothes clothing. These areas shall be arranged to provide a one-way traffic pattern so that personnel entering from outside the sterile area surgical suite can change, gown, and move directly into the sterile area surgical suite. Space for removal of scrub suits and foot covers shall be designed so that personnel using it will avoid physical contact with clean personnel.
- l) Change provide-change areas where patients can change from street clothes clothing into hospital gowns in privacy, and be prepared for surgery, shall be provided. This shall include lockers, toilets,



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- clothing change or gowning areas ~~areats~~, and space for the administration of medications.
- m) ~~The stretcher~~ Stretcher storage area shall be out of the direct line of traffic.
- n) ~~A janitor's janitor's~~ closet containing a floor receptor or service sink, and storage space for housekeeping supplies and equipment, shall be provided exclusively for the surgical suite.

(Source: Amended at 24 Ill. Reg. 2691, effective FEB 18 2000)

## Section 205.1380 Diagnostic Facilities

- a) Radiographic Suite: if radiographic studies are conducted, the following apply: ~~Radiographic suite, if radiography is provided in the center, shall contain the following:~~

- 1) Radiographic rooms shall have a minimum clear area of 120 square feet and a minimum clear dimension of 10', exclusive of vestibule, toilet, closet, cabinet, and work counter (whether fixed or movable). There shall be a minimum of 2'6" clearance at each side and both ends of the radiographic table;
  - 2) A hand-washing sink with a plaster trap within the room;
  - 3) A communication system connected to the control station;
  - 4) ~~Film~~ Film processing area with work counters, triple sink, storage cabinets, exhaust venting for chemicals, open drains, and safety lighting;
  - 5) ~~Viewing~~ Viewing and administration area;
  - 6) ~~Film~~ Film storage facilities;
  - 7) ~~Toilet~~ Toilet room with handwashing facilities, directly accessible from each radiographic ~~fluorescopy~~ room without entering the general corridor area; and
  - 8) ~~Dressing~~ Dressing area with convenient access to toilets and a lockable closet unit for patient's belongings.
- b) If laboratory testing is performed in the center, ~~which requires a permit or license under the Department's rules--Illinois--Clinical Laboratories--Code--(77--III--Adm--Code--45077~~ the laboratory area of the center shall contain the following minimum facilities:
- 1) Laboratory work counter with sink and vacuum, and electric services.
  - 2) Lavatory or counter sink equipped for handwashing.
  - 3) Storage cabinet or closet for any necessary laboratory supplies and equipment. This storage area may be combined with other storage areas in the center.
  - 4) Blood collection facilities with shall have space for a chair and work counter.

(Source: Amended at 24 Ill. Reg. 2691, effective FEB 18 2000)

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## SUBPART L: ELECTRICAL

## Section 205.1770 Equipment Installation in Special Areas

- a) X-ray Installations. Fixed and mobile X-ray equipment installations, if installed, shall conform to Article 660 of NFPA Standards 70, 19961975 Edition.
- b) Installation in non-flammable anesthetizing locations of all electrical equipment and devices, receptacles, and wiring shall comply with NFPA Standard 70, 19961975 Edition. Exception: Isolated electrical systems are not required.
- c) An "In Use" warning light or sign must be installed immediately outside of the entrance to a procedure room in which laser equipment is used when such warning light or sign is required by the manufacturer's specifications.

(Source: Amended at 24 Ill. Reg. 2691, effective FEB 18 2000)

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1) Heading of the Part: Freedom of Information Code

2) Code Citation: 2 Ill. Adm. Code 1126

3) Section Numbers:                      Adopted Action:  
1126.10                                      Amended  
1126.410                                      Amended

4) Statutory Authority: Implementing and authorized by the Freedom of Information Act [5 ILCS 140] and Section 5-15 of the Illinois Administrative Procedure Act [5 ILCS 100/5-15].

5) Effective Date of Rules: February 1, 2000

6) Does this Rulemaking Contain an Automatic Repeal Date? No

7) Does this Rulemaking Contain Incorporations by Reference? No

8) A copy of the adopted amendment, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection.

9) Date Notice of Proposed Rulemaking was Published in the Illinois Register: Not applicable to required rulemaking under Section 5-15 of the Illinois Administrative Procedure Act.

10) Has the Joint Committee on Administrative Rules Issued a Statement of Objection to this Rulemaking? Not applicable to required rulemaking under Section 5-15 of the Illinois Administrative Procedure Act

11) Difference Between Proposal and Final Version: Not applicable to required rulemaking under Section 5-15 of the Illinois Administrative Procedure Act.

12) Have all the changes agreed upon by the Agency and the Joint Committee been made as indicated in the agreements issued by the Joint Committee? Not applicable to required rulemaking under Section 5-15 of the Illinois Administrative Procedure Act.

13) Will the Rulemaking Replace an Emergency Rule Currently in Effect? No

14) Are there any other Amendments Pending on this Part? No

15) Summary and Purpose of Rules: The rulemaking makes changes to update and clarify rules.

16) Information and Questions Regarding these Adopted Rules shall be directed to:

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Paul Thompson, Staff Attorney  
Department of Public Health, Division of Legal Services  
535 West Jefferson, Fifth Floor  
Springfield, Illinois 62761  
(217) 782-2043  
rules@idph.state.il.us

The full text of the Adopted Amendments begins on the next page:

## DEPARTMENT OF PUBLIC HEALTH

## NOTICE OF ADOPTED AMENDMENTS

## TITLE 2: GOVERNMENTAL ORGANIZATION

## SUBTITLE D: CODE DEPARTMENTS

## CHAPTER XVIII: DEPARTMENT OF PUBLIC HEALTH

## PART 1126

## FREEDOM OF INFORMATION CODE

## SUBPART A: INTRODUCTION

Section  
1126.10 Summary and Purpose  
1126.20 Definitions

## SUBPART B: PROCEDURES FOR REQUESTING PUBLIC RECORDS

Section  
1126.100 Person to Whom Requests are Submitted  
1126.110 Form and Content of Requests

SUBPART C: PROCEDURES FOR DEPARTMENT RESPONSE  
TO REQUESTS FOR PUBLIC RECORDS

Section  
1126.200 Timeline for Department Response  
1126.210 Types of Department Responses

## SUBPART D: PROCEDURES FOR APPEAL OF A DENIAL

Section  
1126.300 Appeal of a Denial  
1126.310 Director's Response to Appeal

## SUBPART E: PROCEDURES FOR PROVIDING PUBLIC RECORDS TO REQUESTORS

Section  
1126.400 Inspection of Records at Department Offices  
1126.410 Copies of Public Records  
1126.420 General Materials Available from the Freedom of Information Officer

**AUTHORITY:** Implementing and authorized by the Freedom of Information Act [5 ILCS 140] and Section 5-15 of the Illinois Administrative Procedure Act [5 ILCS 100/5-15].

**SOURCE:** Adopted at 8 Ill. Reg. 12349, effective July 1, 1984; amended at 13 Ill. Reg. 19961, effective December 7, 1989; amended at 23 Ill. Reg. 14741, effective January 1, 2000; amended at 24 Ill. Reg. 2704, effective February 1, 2000.

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## SUBPART A: INTRODUCTION

## Section 1126.10 Summary and Purpose

- a) This Part has been established to implement the provisions of the Freedom of Information Act [5 ILCS 140]. The purpose of this Part is to support the policy of providing public access to the public records in the possession of this Department while, at the same time, protecting legitimate privacy interests and maintaining administrative efficiency.
- b) This Part creates a procedure by which the public may request and obtain public records.

(Source: Amended at 24 Ill. Reg. 2704, effective February 1, 2000)

## SUBPART E: PROCEDURES FOR PROVIDING PUBLIC RECORDS TO REQUESTORS

## Section 1126.410 Copies of Public Records

- a) Copies of public records shall be provided to the requestor only upon payment of any charges that are due. If payment is not received within 60 days after the Department has notified the requestor of the charges, the Department shall consider the request withdrawn.
- b) Charges for copies of public records shall be assessed according to the following fee schedule:
  - 1) Paper copy from 8 1/2" x 14" (or smaller) paper original received on the same day from the same person for a total of more than 19 pages will be treated as one request under subsection (b)(1)(B) ~~subparagraph (B)~~.
  - 2) 20 pages or more -- 25 cents per page (includes all pages to be copied).
  - 3) Paper copy from paper original of a size greater than 8 1/2" x 14" (including photo copies of computer print-outs) -- 50 cents per page.
  - 4) Computer reports (a new report printed out) -- 10 cents per page. Charges may be waived if:
    - 1) the requestor is a State agency;
    - 2) the requestor is an agency of the federal, county, township, city or other governmental body;
    - 3) the requestor is a constitutional officer, a member of the General Assembly or United States Congress, or a staffperson of a constitutional officer or member of the General Assembly or United States Congress;
    - 4) the requestor is a not-for-profit organization;
    - 5) the requestor is the news media;
    - 6) the requestor states the specific purpose of the request and



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indicates that a waiver of the fee is in the public interest. Waiver of a fee is in the public interest if the principal purpose of the request is to access and disseminate information regarding the health, safety and welfare or the legal rights of the general public and is not for the principal purpose of personal or commercial benefit according to Section 6(b) of the FOIA; or

- 7) in any other case, the Freedom of Information Officer determines that the waiver serves the public interest.

(Source: Amended at 24 Ill. Reg. 2704 effective February 1, 2000)

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- 1) Heading of the Part: Public Information, Rulemaking, and Organization Code

- 2) Code Citation: 2 Ill. Adm. Code 1125

- 3) Section Numbers: Adopted Action:

|          |         |
|----------|---------|
| 1125.110 | Amended |
| 1125.170 | Amended |
| 1125.190 | Amended |
| 1125.200 | Amended |
| 1125.300 | Amended |
| 1125.320 | Amended |
| 1125.330 | Amended |
| 1125.335 | Amended |
| 1125.340 | Amended |
| 1125.350 | Amended |
| 1125.355 | Amended |
| 1125.360 | Amended |

- 4) Statutory Authority: Implementing and authorized by Section 5-15 of the Illinois Administrative Procedure Act [5 ILCS 100/5-15] and Section 2 of the Department of Public Health Act [20 ILCS 2305/2].

- 5) Effective Date of Rulemaking: February 15, 2000

- 6) Does this rulemaking contain an automatic repeal date? No

- 7) Does this rulemaking contain incorporations by reference? No

- 8) A copy of the adopted amendments, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection.

- 9) Notice of Proposal Published in Illinois Register: Not applicable to required rulemaking under Section 5-15 of the Illinois Administrative Procedure Act.

- 10) Has JCAR issued a Statement of Objections to these rules? Not applicable to required rulemaking under Section 5-15 of the Illinois Administrative Procedure Act.

- 11) Difference(s) between proposal and final version: Not applicable to required rulemaking under Section 5-15 of the Illinois Administrative Procedure Act.

- 12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreements issued by JCAR? Not applicable to required rulemaking under Section 5-15 of the Illinois Administrative Procedure Act.

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- 13) Will this rulemaking replace an emergency rule currently in effect? No
- 14) Are there any amendments pending on this Part? No
- 15) Summary and Purpose of Rulemaking: Technical changes.
- 16) Information and questions regarding these adopted amendments shall be directed to:

Name: Paul D. Thompson  
Address: Staff Attorney  
Division of Legal Services  
535 West Jefferson, Fifth Floor  
Springfield, Illinois 62761  
Telephone: (217)782-2043  
rules@idph.state.il.us

The full text of the Adopted Amendments begins on the next page:

DEPARTMENT OF PUBLIC HEALTH  
NOTICE OF ADOPTED AMENDMENTS  
  
TITLE 2: GOVERNMENTAL ORGANIZATION  
SUBTITLE D: CODE DEPARTMENTS  
CHAPTER XVIIII: DEPARTMENT OF PUBLIC HEALTH  
  
PART 1125  
PUBLIC INFORMATION, RULEMAKING, AND ORGANIZATION CODE  
  
SUBPART A: PUBLIC INFORMATION

|          |  |
|----------|--|
| Section  | Text of Rules                              |
| 1125.10  |  |
| Section  | Authority - Applicability of Rules         |
| 1125.110 | Right to Petition                          |
| 1125.120 | Form of Petitions                          |
| 1125.130 | Submission of Petitions                    |
| 1125.140 | Consideration and Disposition of Petitions |
| 1125.150 | Responsibility                             |
| 1125.160 | Schedule for Rulemaking                    |
| 1125.170 | Public Comment-Hearings                    |
| 1125.180 | Boards and Commissions                     |
| 1125.190 | Administrative Rules of the Department     |
| 1125.200 |  |

SUBPART C: ORGANIZATION

|          |   |
|----------|---|
| Section  | Organizational Overview                               |
| 1125.300 | Office of Health and Wellness                         |
| 1125.310 | Office of Health Care Regulation                      |
| 1125.320 | Office of Health Protection                           |
| 1125.330 | Illinois Building Commission                          |
| 1125.335 | Office of Epidemiology and Health Systems Development |
| 1125.340 | Office of Finance and Administration                  |
| 1125.350 | Office of Women's Health                              |
| 1125.355 | Office Locations                                      |
| 1125.360 |   |

|            |  |
|------------|--|
| APPENDIX A | Petition Before the Illinois Department of Public Health Requesting the Promulgation, Amendment, or Repeal of a Rule |
| APPENDIX B | Current Organizational Chart   |
| APPENDIX C | Regions of the Illinois Department of Public Health  |

AUTHORITY: Implementing Section 5-15 of the Illinois Administrative Procedure Act [5 ILCS 100/5-15] and Section 2 of the Department of Public Health Act [20 ILCS 2305/2].

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SOURCE: Adopted at 2 Ill. Reg. 41, p. 71, effective October 14, 1978; codified at 8 Ill. Reg. 15934; amended at 10 Ill. Reg. 15232, effective September 8, 1986; amended at 13 Ill. Reg. 20065, effective December 7, 1989; amended at 24 Ill. Reg. 86, effective December 15, 1999; amended at 24 Ill. Reg. 2709, effective February 15, 2000.

## SUBPART B: RULEMAKING

## Section 1125.110 Authority - Applicability of Rules

This Part is adopted under promulgated--pursuant--to Section 5-145 of the Illinois Administrative Procedure Act [45 ILCS 100/5-145]. This Part governs shall-govern the form of Petitions for the adoption of rules that are submitted to the Illinois Department of Public Health and the submission, consideration and disposition of these Petitions.

(Source: Amended at 24 Ill. Reg. 2709, effective February 15, 2000)

## Section 1125.170 Schedule for Rulemaking

- a) Rules implementing new laws will be prepared within a timeframe developed by the Division of Legal Services in consultation with the appropriate Deputy Director(s) or Senior Staff. This timeframe may vary depending upon the extent of the rules involved as well as statutorily required timeframes. Rules will generally be prepared for all new programs, regardless of the availability of funds to implement the program.
- b) Regulatory changes proposed by program staff (not in response to new legislation) shall be prepared and submitted to the Division of Legal Services on a quarterly basis. All proposed amendments to the same Part shall be consolidated by program staff into one rulemaking per quarter. Proposed amendments received on or before the beginning of a quarter (January 1, April 1, July 1, or October 1) will be prepared by the Division for filing during that quarter. If the proposed amendment is received after the beginning of a quarter, it will be held until the start of the next quarter.
- c) The provisions of subsection (b) of this Section may be waived by the Chief of the Division of Legal Services Governmental Affairs if he or she determines that:
  - 1) a proposed amendment qualifies as an emergency or peremptory rule as those terms are defined in Sections 5-45 and 5-50 of the Illinois Administrative Procedure Act [45 ILCS 100/5-45 and 5-50]; or
  - 2) a waiver is in the best interest of the Department in promoting more effective program management. 2709

(Source: Amended at 24 Ill. Reg. 2709, effective February 15,

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2000)

## Section 1125.190 Boards and Commissions

- a) The Department may use utilize advisory boards for assistance in the preparation of rules and amendments to the rules. Any review of proposed rules and amendments by an advisory board must be conducted within the time parameters established by the Division of Legal Services.
- b) The only Departmental boards that have the statutory authority to approve rules are the Hospital Licensing Board [4210 ILCS 85/10], the Ambulatory Surgical Treatment Center Licensing Board [4210 ILCS 5/14], the Illinois Experimental Organ Transplantation Procedures Board [420 ILCS 3935/3], the Long-Term Care Facility Advisory Board [4210 ILCS 45/2-204], the State Emergency Medical Services Advisory Council [4210 ILCS 50/3.200], the State Trauma Advisory Council [4210 ILCS 50/3.205], and the Illinois Health Facilities Planning Board [420 ILCS 3960/12].
- c) In the cases of the boards named in subsection (b), final approval of proposed rules and amendments must be received from these boards prior to the submission of the proposals to the Division of Legal Services.

(Source: Amended at 24 Ill. Reg. 2709, effective February 15, 2000)

## Section 1125.200 Administrative Rules of the Department

The following Departmental and related rules are currently in force, unless otherwise indicated:

- a) 2 Illinois Administrative Code
  - Part 1125 Public Information, Rulemaking, and Organization Code
  - Part 1126 Freedom of Information Code
- b) 35 Illinois Administrative Code
  - Part 190 Joint Rules of the Illinois Environmental Protection Agency, the Illinois Department of Public Health, and the Illinois Department of Nuclear Safety: Certification and Operation of Environmental Laboratories (Repealed)
  - 68 Illinois Administrative Code-
  - Part 750 Plumbers Licensing Code
- d) 77 Illinois Administrative Code



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- Part 100 Rules of Practice and Procedure in Administrative Hearings
- Part 190 Grant Payments for Goods/Services Rendered in Prior Fiscal Years
- Part 200 Alcoholism and Intoxication Treatment Programs (Repealed)
- Part 205 Ambulatory Surgical Treatment Center Licensing Requirements
- Part 210 Postsurgical Recovery Care Center Demonstration Program Code
- Part 215 Regional Poison Control Center Code
- Part 230 Health Care Facility and Program Initial Certification Fee Code
- Part 240 Minimum Health Care Standards for Health Maintenance Organizations
- Part 245 Illinois Home Health Agency Code
- Part 250 Hospital Licensing Requirements
- Part 260 Children's Respite Care Center Demonstration Program Code
- Part 270 Subacute Care Hospital Demonstration Program Code
- Part 280 Hospice Programs
- Part 290 Health Care Facility Plan Review Code
- Part 300 Skilled Nursing and Intermediate Care Facilities Code
- Part 330 Sheltered Care Facilities Code
- Part 340 Illinois Veterans' Homes Code
- Part 350 Intermediate Care for the Developmentally Disabled Facilities Code
- Part 370 Community Living Facilities Code
- Part 385 Supportive Residences Licensing Code
- Part 390 Long-Term Care for Under Age 22 Facilities Code
- Part 395 Long-Term Care Assistants and Aides Training Programs Code
- Part 396 Life Care Facilities Contract Code
- Part 400 Central Complaint Registry
- Part 420 Rules and Regulations to carry out the provisions of Title XVIII and XIX of the Social Security Act relating to skilled nursing and intermediate care facilities
- Part 430 Rules of Practice and Procedure in Administrative Hearings held pursuant to Sections 2-110(d) and 3-410 of the Nursing Home Care Reform Act of 1979
- Part 450 Illinois Clinical Laboratories Code
- Part 460 Blood Labeling Code
- Part 463 Standards for Approval of Milk Laboratories (Repealed)
- Part 465 Certification and Operation of Environmental Laboratories
- Part 470 Sperm Bank and Tissue Bank Code
- Part 475 Laboratory Service Fees
- Part 480 Newborn Metabolic Screening and Treatment (Repealed)
- Part 490 Illinois Blood Bank Code
- Part 500 Illinois Vital Records Code
- Part 505 Pregnancy Termination Report Code
- Part 510 Testing of Breath, Blood and Urine for Alcohol and/or other Drugs
- Part 515 Emergency Medical Services and Trauma Center Code
- Part 518 Freestanding Emergency Center Demonstration Program Code
- Part 520 The Treatment of Choking Victims
- Part 525 Driver License Medical Advisory Board (Repealed)
- Part 530 Medical Criteria Affecting Driver Performance (Repealed)
- Part 535 Emergency Medical Services Code (Repealed)

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- Part 540 Illinois Trauma Center Code (Repealed)
- Part 542 Trauma Nurse Specialist Course Code (Repealed)
- Part 545 Sexual Assault Survivors Emergency Treatment Code
- Part 547 Regional Ambulance Services Code
- Part 550 Head and Spinal Cord Injury Code
- Part 560 Violent Injury Reporting Code
- Part 590 Family Practice Residency Code
- Part 591 Visa Waiver Program for International Medical Graduates
- Part 592 The Dental Student Grant Act
- Part 593 Podiatric Scholarship and Residency Programs Code
- Part 594 Distribution of Medical Student Scholarship Payback Funds
- Part 595 Baccalaureate Assistance for Registered Nurses
- Part 596 Illinois Rural Health Code
- Part 597 Nursing Education Scholarships
- Part 598 Allied Healthcare Professional Assistance Law
- Part 600 Certified Local Health Department Code
- Part 610 Local Health Department Development Grant Rules
- Part 615 Local Health Protection Grant Rules
- Part 630 Maternal and Child Health Services Code
- Part 635 Family Planning Services Code
- Part 640 Regionalized Perinatal Health Care Code
- Part 650 Rules and Regulations for Prenatal Care Projects (Repealed)
- Part 655 Problem Pregnancy Health Services and Care Projects
- Part 657 Maternal Death Review

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- Part 661 Newborn Metabolic Screening and Treatment Code  
(Formerly: The Prevention of Mental Retardation from Phenylketonuria, Primary Hypothyroidism and Galactosemia)
- Part 663 Rules Governing the Reporting of Reye's Syndrome
- Part 665 Child Health Examination Code
- Part 675 Hearing Screening
- Part 680 Hearing Training Applicant Requirements (Repealed)
- Part 681 Audiometry Certification, Recertification and Calibration Standards (Repealed)
- Part 682 Hearing Instrument Consumer Protection Code
- Part 684 Illinois Eyeglasses and Sunglasses Frames and Lenses Act
- Part 685 Vision Screening
- Part 690 Control of Communicable Diseases Code
- Part 692 AIDS Drug Assistance Program
- Part 693 Control of Sexually Transmissible Diseases Code
- Part 694 College Immunization Code
- Part 695 Immunization Code
- Part 696 Control of Tuberculosis Code
- Part 697 HIV/AIDS Confidentiality and Testing Code
- Part 698 Pertussis Vaccine Pamphlet Code
- Part 700 Renal Diseases Program for Care and Treatment Code
- Part 705 Hemophilia Program
- Part 710 Illinois Alzheimer's Disease and Related Disorders Assistance Code
- Part 720 The Illinois Food, Drug and Cosmetic Act
- Part 725 Salvage Warehouses and Stores for Foods, Alcoholic Liquors, Drugs, Medical Devices and Cosmetics Code

## DEPARTMENT OF PUBLIC HEALTH

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- Part 730 The Manufacturing, Processing, Packing or Holding of Food
- Part 735 Processors of Fresh and Smoked Fish
- Part 738 Processors of Cacao Products and Confectionary
- Part 740 Soft Drink Manufacturers
- Part 743 Sanitary Vending of Food and Beverages
- Part 750 Food Service Sanitation Code
- Part 760 Retail Food Store Sanitation Code
- Part 770 Uniform Retail Meat Identity (Repealed)
- Part 775 Grade A Pasteurized Milk and Milk Products
- Part 785 Manufactured Dairy Products
- Part 790 The Illinois Formulary Drug for the Product Selection Program
- Part 795 Tanning Facilities Code
- Part 800 Recreational Area Code
- Part 810 Youth Camp Code
- Part 820 Illinois Swimming Pool and Bathing Beach Code
- Part 830 Structural Pest Control Code
- Part 840 Illinois Health and Hazardous Substances Registry
- Part 845 Lead Poisoning Prevention Code
- Part 848 Toxic Art Supplies Code
- Part 850 Uniform Hazardous Substances Act of Illinois
- Part 855 Asbestos Abatement for Public and Private Schools and Commercial and Public Buildings in Illinois
- Part 860 Manufactured Home Community Code
- Part 870 Illinois Manufactured Home Tie-Down Code

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- Part 880 Manufactured Housing and Mobile Structures
- Part 890 Illinois Plumbing Code
- Part 895 Public Area Sanitary Practice Code
- Part 900 Drinking Water Systems Code
- Part 905 Private Sewage Disposal Code
- Part 906 Private Sewage Mound Code
- Part 910 Field Sanitation Code
- Part 915 Illinois Water Well and Pump Installation Contractor's License Code
- Part 920 Illinois Water Well Construction Code
- Part 925 Illinois Water Well Pump Installation Code
- Part 930 Surface Source Water Treatment Code
- Part 935 Migrant Labor Camp Code
- Part 945 Mass Gatherings (Repealed)
- Part 960 Preventive Health and Health Services Block Grant PHHS Rules
- Part 970 Breast and Cervical Cancer Research Fund Rules
- Part 980 Heart Disease Treatment and Prevention Fund Rules
- Part 990 Hemophilia Treatment Fund Rules
- Part 1005 Collection, Disclosure and Confidentiality of Health Statistics
- Illinois Health Facilities Planning Board:
- Part 1100 Narrative and Planning Policies
- Part 1110 Processing, Classification Policies and Review Criteria
- Part 1120 Health Facilities Planning Financial and Economic Feasibility Review
- Part 1130 Health Facilities Planning Procedural Rules



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- Part 1150 Certificate of Need for Health Maintenance Organizations (Repealed)
- Part 1160 Processing an Application for Permit and Validity of Permits (Repealed)
- Part 1170 Criteria and Procedure for Recognition of Area Wide Health Planning Organizations for Health Facilities Planning
- Part 1180 Practice and Procedure in Administrative Hearings
- Part 1190 Permit Application Fees
- Part 1200 Public Notice of Opportunity for Public Hearing and Public Hearing Procedures
- Part 1210 Standards and Criteria for Review of Applications for Permit for Technologically Innovative Equipment or Innovative Programs (Repealed)
- Part 1220 Practice and Procedures in Reconsideration Hearing (Repealed)
- Part 1230 Financial and Economic Feasibility Review and Evaluation Plan (Repealed)
- Part 1235 Health Care Worker Self-Referral
- Part 1240 Financial and Economic Feasibility Review and Evaluation Plan (for all long-term care and chronic disease facilities) (Repealed)
- Part 1250 Appropriateness Review
- Part 1260 State Board Policy Regarding Reserve Bed Capacity
- Experimental Organ Transplantation Procedures Board:
- Part 2800 Transplantation Program
- Hearing Aid Consumer Protection Board:
- Part 3000 Hearing Aid Consumer Protection Continuing Education Requirements
- e) 89 Illinois Administrative Code
- Part 1000 Rules of Practice in Administrative Hearings: Subpart D:

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Joint Rules with the Department of Public Aid

Note: The text of this Part 1000 appears at 89 Ill. Adm. Code 104, Subpart D.

(Source: Amended at 24 Ill. Reg. 2709, effective February 15, 2000)

## SUBPART C: ORGANIZATION

## Section 1125.300 Organizational Overview

- a) The Director serves as head of the Department and is appointed to this office by the Governor of the State of Illinois, by and with the advice and consent of the Senate. The Office of the Director consists of the following components: Chief of Staff, Executive Assistant to the Director for Customer Service, Division of Legal Services, Division of Governmental Affairs, Division of Internal Audits, Division of Communications, Minority Health Services, and Office of the Equal Employment Opportunity Officer.
- b) The Assistant Director serves as an assistant to the head of the Department and is appointed to this office by the Governor of the State of Illinois, with the advice and consent of the Senate. The Assistant Director is responsible for the operations of the Center for Rural Health and of the Hearings Review Officers.
- c) The Chief of Staff, Executive Assistant to the Director for Customer Service, Division of Legal Services, Division of Governmental Affairs, Division of Internal Audits, Division of Communications, Minority Health Services, and the Equal Employment Opportunity Officer report directly to the Director.
- d) The State Board of Health functions as an advisory body to the Director. The Board performs those functions set forth in statute.
- e) The Assistant Director oversees the day-to-day operation of the Department, including the development, interpretation and implementation of policies, and evaluation of the effectiveness of the Department's operations. The Assistant Director also provides technical assistance and supervision of the Deputy Directors who manage the Offices of Epidemiology and Health Systems Development, Health and Wellness, Women's Health, Health Care Regulation, Health Protection, and Finance and Administration.
- f) The Department is organized into the following major offices: Office of the Director, Office of Epidemiology and Health Systems Development, Office of Health and Wellness, Office of Women's Health, Office of Health Care Regulation, Office of Health Protection, and Office of Finance and Administration. In addition, the Department has Regional Offices, each administered by a Regional Health Officer. The co-central offices in Springfield and Chicago provide the managerial and support services necessary to enable the provision of well-planned

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and carefully monitored services. The centrally-located program coordinators provide statewide consistency to the programs.

- g) An organizational chart of the Department is contained in Appendix B.

(Source: Amended at 24 Ill. Reg. 27.09, effective February 15, 2000)

## Section 1125.320 Office of Health Care Regulation

a) The Office of Health Care Regulation is composed of the Division of Administration and Technical Support, Bureau of Long-Term Care, Bureau of Hospitals and Ambulatory Services, Division of Emergency Medical Services and Highway Safety, and the Division of Administrative Rules and Procedures. The Bureau of Hospitals and Ambulatory Services is composed of the Division of Health Care Facilities and Programs and the Central Complaint Registry. The Bureau of Long-Term Care is composed of the Division of Long-Term Care Field Operations, the Division of Long-Term Care Quality Assurance, and the Education and Training Section. Each of these Divisions is responsible for administering a variety of regulatory public health programs that are directed towards ensuring quality care in health care facilities and health care delivery organizations.

b) The following regulatory, preventive, and enforcement activities are administered by Divisions within the Office of Health Care Regulation:

- 1) Conduct inspections, including complaint investigations, for State licensure and Medicare and Medicaid certification for long-term care facilities to ensure that services, staffing, and physical plant standards are met.
- 2) Conduct inspections, including complaint investigations, for State licensure and Medicare and Medicaid certification for hospitals to ensure that services, staffing, and physical plant standards are met.
- 3) Conduct inspections, including complaint investigations, for State licensure and Medicare certification for home health agencies to ensure that services and staffing standards are met.
- 4) Conduct inspections, including complaint investigations, for State licensure and Medicare certification for ambulatory surgical treatment centers (ASTC) to ensure that services, staffing, and physical plant standards are met.
- 5) Conduct inspections, including complaint investigations, for Medicare certification for physical therapists in independent practice, outpatient physical therapy programs, outpatient speech pathology programs, portable x-ray providers, and rural health clinics to ensure that services and staffing standards are met.
- 6) Conduct inspections, including complaint investigations, for Medicare certification for end stage renal dialysis centers (ESRD) to ensure that services, staffing, and physical plant standards are met.

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- 7) Conduct inspections, including complaint investigations, for State licensure and Medicare certification for hospice programs and hospice residences to ensure that services, staffing, and physical plant standards are met.

- 8) Regulate health maintenance organizations.

- 9) To ensure services, staffing, and physical plant standards are met, conduct ~~conduct~~ inspections, including complaint investigations, for State licensure under the Alternative Health Care Delivery Act [4210 ILCS 21] for the following authorized models: subacute care hospital demonstration programs, postsurgical recovery care center demonstration programs, and children's respite care center demonstration programs to ensure that services, staffing, and physical plant standards are met.

- 10) Conduct inspections, including complaint investigations, for State licensure for community living facilities and supportive residences to ensure that services, staffing, and physical plant standards are met.

- 11) Conduct inspections, including complaint investigations, for certification of clinical laboratories, blood banks, and tissue and sperm banks to ensure that services, staffing, and physical plant standards are met.

- 12) Review and approve construction plans for health care facilities to ensure that physical plant standards are met.

- 13) Serve as the agent of the Health Care Financing ~~financing~~ Administration, Department of Health and Human Services, to determine compliance with Federal Conditions of Participation under the Medicare program and as the agent of the Department of Public Aid to determine compliance under the Medicaid program.

- 14) Approve training programs and regulate the training of certified nursing assistants.

- 15) Maintain and report the status of individuals on the Nurse Aide Registry.

- 16) Administer the Health Care Worker Background Check Act7 [225 ILCS 46]7 for health care facilities licensed by the Department.

- 17) Inspect and license ambulance providers and Specialized Emergency Medical Services Vehicle Programs.

- 18) License Emergency Medical Technicians (EMT).

- 19) Register First Responders and Emergency Medical Dispatchers.

- 20) Recognize Poison Control Centers.

- 21) Administer the rural ambulance grant.

- 22) Inspect and designate trauma centers.

- 23) Establish Emergency Medical Services (EMS) Regions, approve EMS regional plans, and approve EMS Systems.

- 24) Conduct inspections, including complaint investigations, for State licensure of freestanding emergency centers to ensure that services, staffing, and physical plant standards are met.

- 25) Approve EMS Lead Instructors, Pre-hospital Registered Nurses, and Emergency Communications Registered Nurses.

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- 26) Provide certification of Trauma Nurse Specialists and designation of Trauma Nurse Specialist training sites.
- 27) Provide restaurants with posters that demonstrate choke-saving procedures.
- 28) Maintain a 24-hour-a-day hotline to receive complaints about licensed or certified health care facilities.
- 29) Collect and disseminate data related to trauma, head and spinal cord injuries, and violent injuries.
- 30) Establish licensing standards for the programs and facilities listed in subsection ~~paragraphs~~ (b)(1) through (29).
- 31) Maintain a prehospital computerized reporting system.
- 32) Administer a comprehensive pediatric emergency care system.
- 33) Address issues related to State medical disasters and emergency preparedness and responses to biochemical threats and weapons of mass destruction.

(Source: Amended at 24 Ill. Reg. 2709, effective February 15, 2000)

## Section 1125.330 Office of Health Protection

- a) The Office of Health Protection is composed of the following:

- 1) Division of Environmental Health.
- 2) Division of Laboratories.
- 3) Division of Food, Drugs and Dairies.
- 4) Division of Infectious Diseases.
- 5) Emergency Response.
- 6) Plumbing Program.
- 7) Local Health Protection Grant Program.
- 8) Illinois Building Commission (see Section 1125.335 for program activities of the Illinois Building Commission).

- b) The following activities are administered by the Division of Environmental Health:

- 1) Licensure of occupations involved in performing lead inspections, risk assessment, contracting, supervision, and abatement and mitigation in dwellings and child care facilities; approval of lead training course providers who offer training to individuals seeking licensure; and investigation of dwellings and child care facilities to identify and eliminate environmental lead hazards that are sources of lead poisoning.
- 2) Review and approval of building plans for manufactured housing; inspection of manufactured housing units at the factory and at final locations.
- 3) Review and approval of manufactured mobile home tie-down equipment; inspection of tie-down installations.
- 4) Inspection and regulation of non-community public water supply systems.
- 5) Inspection, bacteriological and chemical analyses, and technical

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- assistance to citizens regarding their private water supplies; licensure of water well drillers and water well pump installation contractors; permitting, inspection and sampling of new water wells to ensure proper construction; provision of grants and training to local health departments to conduct the program.
- 6) Licensure of private sewage disposal system installation and pumping contractors; review of plans for the installation of systems; inspection of systems, trucks used to pump septic tanks and sites for final disposal; consultation and training for local health departments conducting the program.
- 7) Review of plans and specifications for public swimming pools and bathing beaches, issuance of construction permits, and inspection of public swimming pools and bathing beaches for annual licensure; and laboratory testing of pool and beach water.
- 8) Approval of plans and issuance of permits for construction or alteration of manufactured home communities; annual inspection for proper water supply, sewage disposal, electrical systems and other health and safety requirements; and licensure of manufactured home communities.
- 9) Inspection and licensure of migrant labor camps to ensure proper sanitation, adequate and safe water supply, and proper sewage disposal.
- 10) Inspection and licensure of recreational areas and youth camps for compliance of water supply, sewage disposal and electrical systems, food handling procedures and facilities; plans and specifications for new recreation areas and youth camps are reviewed and permits to construct are issued.
- 11) Surveying and responding to inquiries regarding chemical exposures and possible health effects to humans; investigation of health risks to populations residing around hazardous waste sites; and investigation of health-related complaints involving indoor air pollution.
- 12) Investigation of injuries associated with consumer products and of suspected product defects.
- 13) Licensure of structural pest control technicians and businesses; inspection of the use of pesticides in and about structures; and investigation of incidents of misuse of pesticides.
- 14) Collection of blood samples from wild birds to determine the presence of antibodies to St. Louis encephalitis and eastern equine encephalitis, which collection allows advance warning of an encephalitis outbreak; public information and mosquito control measures are then implemented to reduce the severity of an outbreak.
- 15) Licensing of occupations involved in performing asbestos abatement in schools and other public buildings; inspection of asbestos projects; review of asbestos management plans for schools; approval of asbestos training providers; and inspection of schools to determine compliance with State and



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federal laws.

16) Ensuring that adequate toilets, handwashing facilities and drinking water are provided by farm operators who employ ten or more workers for more than two hours a day.

17) Reduction of injury or illness to school children caused by exposure to art and craft materials that contain toxic substances, through review of these products and assurance of proper labeling.

18) Short term studies of the health status of populations living around hazardous waste sites and recommendation of medical follow-up, as appropriate.

c) The following activities are conducted by the Division of Laboratories:

1) Laboratory testing for bacteria, viruses, parasites and environmental toxins that threaten the health of individuals.

2) Blood testing of every newborn infant for evidence of phenylketonuria, hypothyroidism, galactosemia, biotinidase deficiency, congenital adrenal hyperplasia and sickle cell disease/trait, and other hemoglobinopathies.

3) Laboratory examination of swimming pool water as needed for public health protection.

4) Certification of private environmental laboratories that conduct microbiological water testing.

d) The following activities are administered by the Division of Food, Drugs and Dairies:

1) Inspection of food processors, manufacturers, and warehouses to ensure food is wholesome, unadulterated, and properly labeled.

2) Issuance of food advisories and recalls and issuance of Certificates of Free Sale for Illinois firms who wish to export their products to foreign countries.

3) Inspection of drug, cosmetic and medical device manufacturers to ensure products are wholesome, unadulterated and properly labeled.

4) Compilation and maintenance of a formulary for use by physicians and dispensers of prescription drugs which defines generic drugs that are therapeutically equivalent to brand name drugs.

5) Conducting sanitary rating surveys to qualify Illinois produced and processed milk and dairy products for shipment in interstate commerce.

6) Inspection of Grade A fluid milk and manufactured milk plants, producer dairies, bulk milk tank operators, receiving and transfer stations, milk vendors and distributors, to ensure compliance with rules and regulations.

7) Certification of food service management personnel.

8) Training and certification of local and State food sanitation supervisory personnel in food establishment sanitation techniques; review and evaluation of local food sanitation programs.

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9) Inspection of retail food establishments to ensure compliance with sanitary standards.

10) Daily sanitation surveillance over the operation of food concessions and daily operations at the annual Illinois State Fair and DuQuoin State Fair.

11) Consultation and education in food service management to promote adequate sanitation.

12) Sampling of dairy farm and dairy plant raw and finished products and water supplies to ensure bacteriological safety.

13) Issuance of permits to tanning facility operators and grants to local health departments to conduct annual inspections of such facilities for sanitation, operator training, equipment maintenance, physical standards, and proper recordkeeping.

14) Providing grants to local health departments to assure the safe food preparation and service to underprivileged children at a special feeding program during the summer.

e) The following activities are administered by the Division of Infectious Diseases:

1) Technical guidance to local health departments on the investigation and control of infectious diseases.

2) Statewide direction in tuberculosis control by providing consultation, educational programs and limited direct assistance to local authorities.

3) Comprehensive sexually transmitted disease prevention and containment including the coordination of similar efforts by local health departments through surveillance, patient and partner referral counseling and testing and treatment, education, and technical consultation and assistance.

4) Comprehensive vaccine-preventable-disease-control surveillance; outbreak control; technical and general consultation to all health care providers and school administrators; education and motivation; assessment of immunization levels in specified populations; and provision of vaccines for use in public clinics.

5) Statewide communicable disease control including the coordination of similar efforts by local health departments and other health care providers to promote reporting, investigation and control of the communicable diseases required by regulation to be reported; collection and evaluation of data to determine appropriate action needed to control reportable communicable diseases; and investigation of cases and outbreaks of infectious diseases in areas without local health departments.

6) Funding, consultation, training and planning for the provision of medical and social support services to persons living with HIV; provision of HIV-related therapeutic drugs for low income persons living with HIV; funding, training and consultation to local health departments for HIV/AIDS counseling, testing, referral and partner notification services; provision of HIV health education

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and risk reduction information services; and monitoring of the HIV/AIDS epidemic through case reporting requirements.

- 7) Conducting epidemiological investigations of communicable disease outbreaks involving food borne illness, natural disasters, transportation emergencies, fires and other unique health related emergencies.

f) Emergency Response. The Department's response and recovery activities for statewide public health emergencies are coordinated in the Office of Health Protection. Activities include development of emergency operating procedures for natural and technological disaster response and recovery activities, and representation of the Department in the State Emergency Operations Center during statewide emergency operations.

- g) The following activities are administered by the Plumbing Program:
- 1) Examination and licensure of all Illinois plumbers and inspection of the work of licensed plumbers.
  - 2) Identification and initiation of enforcement action against individuals conducting plumbing procedures without a license.
- h) Local Health Protection Grant Program. This program provides funding to local health departments that agree to assure the provision of health protection programs, including food protection, potable water supply, private sewage disposal, and communicable disease control, in their jurisdictions. Participating local health departments are reviewed by the Department for compliance with grant requirements.

(Source: Amended at 24 Ill. Reg. 27.09 effective February 15, 2000)

## Section 1125.335 Illinois Building Commission

- a) When used in this Part:

"Act" means the Illinois Building Commission Act.

"Commission" means the Illinois Building Commission (Section 5 of the Act).

"State agency" has the same meaning as in Section 1-7 of the Illinois State Auditing Act (Section 5 of the Act).

"State building requirements" means any law, rule, or executive order implemented by the State of Illinois ~~which~~ affecting the construction of buildings in Illinois (Section 5 of the Act).

- b) An advisory commission, to be known as the Illinois Building Commission, is created. The Commission shall consist of 11 members, including: a fire official, a building official, an architect, a professional engineer, a structural engineer, a commercial contractor

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representative, a residential construction industry representative, a mechanical and specialty contractor representative, a labor representative, a disability advocate, and a member of the public. The Commission shall be appointed by the Governor, with the advice and consent of the Senate- (Section 10 of the Act).

- c) The fire official, architect, structural engineer, commercial contractor representative, labor representative, and member of the public shall serve initial terms of 2 years. The building official, professional engineer, residential construction industry representative, mechanical and specialty contractor representative, and disability advocate shall serve initial terms of 3 years. Each subsequent term shall be for 3 years. Members may be appointed for more than one term. A chairman of the Commission shall be elected each year by the members of the Commission. Commission members shall be reimbursed for travel expenses and shall receive a per diem for each day that the Commission or a subcommittee on which the member serves meets. Reimbursement shall be consistent with the rules of the Governor's Travel Control Board. Commission members shall be reimbursed for travel expenses and shall receive a per diem for each day that the Commission or a subcommittee on which the member serves meets. Reimbursement shall be consistent with the rules of the Governor's Travel Control Board. (Section 15 of the Act).

- d) The Commission shall create and appoint members and non-members to the following subcommittees: the planning subcommittee, the building and fire protection subcommittee, the building envelope subcommittee, the structural systems subcommittee, the building services subcommittee, and the accessibility subcommittee. There shall be at least 5 members but not more than 9 members on each subcommittee. The subcommittees shall advise the Commission on any item before the Commission that deals with the area of expertise of the subcommittee. The Commission may create any other subcommittee that it deems necessary- (Section 20 of the Act).

- e) The Commission shall provide an ongoing forum for continuing dialogue regarding the purpose and duties of the Commission. The Commission shall also serve as a forum to suggest resolution of conflicts between State agencies, or between a State agency and another entity that consents to the resolution forum, concerning State building requirements- (Section 25 of the Act).

- f) The Commission shall review proposed State building requirement amendments and proposed legislation for conflicting requirements to current State law or current building requirements and make recommendations concerning those amendments or laws to the proper authority. The Commission shall:

- 1) suggest a standard form for requesting compliance alternatives and modifications of State building requirements;
- 2) forward compliance alternatives requests to the appropriate State agency for action; and
- 3) suggest procedures and formats for appeals of State agency



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decisions (Section 30 of the Act).

- g) The Commission shall also suggest a long-term plan to improve administration and enforcement of State building requirements statewide. The plan shall include:

- 1) recommendations for ways the Department of Commerce and Community Affairs could create a consolidated clearinghouse on all information concerning existing State building requirements,
- 2) recommendations for a consistent format for State building requirements,
- 3) recommendations for a system or procedure for updating existing State building requirements that shall include a procedure for input from the public,
- 4) recommendations for a system or procedure for the review, approval, and appeal of building plans, and
- 5) recommendations for a system or procedure to enforce the State building requirements.

The Commission shall submit its suggestions for creating the consolidated clearinghouse to the Department of Commerce and Community Affairs as soon as practical after the effective date (January 1, 1998) of the ~~this Act~~ (Section 35 of the Act).

- h) The Commission shall submit an annual report to the Governor and the General Assembly regarding:

- 1) the approval of compliance alternative requests,
  - 2) the responsibilities of the Commission,
  - 3) any progress toward coordination of the State's building requirements, and
  - 4) recommendations for legislative action by the General Assembly.
- The annual report shall be made available to the public. The Commission may charge a reasonable fee for reproduction of the report (Section 40 of the Act).

- i) The Department of Public Health shall assist the Commission in carrying out its functions and responsibilities by providing administrative and staff support. The Commission shall advise the Department of its budgetary and staff needs (Section 45 of the Act).
- j) The Executive Director ~~executive-director~~ establishes, as directed by the Commission, the duties and organization of the Commission staff. The Commission staff functions as a single unit under the direction of the Commission. A description of the specific responsibilities and duties of each of the personnel positions of the Commission staff is maintained in the Office of the Illinois Building Commission and is available for public inspection during normal business hours at the address in subsection (m).

- k) The Commission sets the agenda of its meetings and hearings by fiscal year, and the agenda is available for public inspection at the Commission's office during normal business hours. Commission hearings are open to the public. The Commission will publish its notices, proposals, and certifications of actions according to the Open Meetings Act. The Commission will accept and consider, if time

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permits, written comments by members of the public before Commission hearings. The Commission encourages members of the public to petition a State agency directly, in conjunction with submitting comments to the Commission, for consideration of perceived problems with existing State building requirements. The Commission may, however, consider comments or petitions consider comments or petitions that have not already been submitted to a State agency.

- 1) Interested persons or groups may submit complaints of State building requirements to Commission members or the Executive Director to the address in subsection (m). Each complaint must include:

- 1) Names and addresses of the persons or groups presenting the complaint.
- 2) Specific problems of or issues with State building requirements.
- 3) Specific reasons for Commission action.
- 4) Necessary facts and documentation to explain and support the complaint.

- m) Persons are invited to request information about the operation of the Commission or to provide comments about State building requirements to:

Executive Director (or Commission Members)  
Illinois Building Commission  
222 South College  
Springfield, Illinois 62704.

**27 09**

(Source: Amended at 24 Ill. Reg. \_\_\_\_\_, effective February 15, 2000)

## Section 1125.340 Office of Epidemiology and Health Systems Development

- a) The Office of Epidemiology and Health Systems Development consists of the following Divisions: the Division of Epidemiology Studies, Division of Facilities Development, Center for Health Statistics, and Division of Health Policy.
- b) The Office of Epidemiology and Health Systems Development coordinates the Illinois Department of Public Health's activities to assess the health needs, disease occurrence, and health status of Illinois residents. The Office develops and promotes the use of sound and systematic knowledge bases in health program management, evaluation, and policy development. The Office provides leadership within the Department in translating public health data into useful information.
- c) The Office leads Department policy development and strategic planning functions with other state agencies and organizations from the private and volunteer sectors to define and address health problems. The Office provides technical assistance to the Governor, General Assembly, other Department offices, local health departments, health care providers, and the general public. To improve health status, improve public health systems, and reduce costs, the Office conducts



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or coordinates data collection and interpretation, policy and financial analysis, community health planning, health care facilities planning, and certificate of need review. The Office also conducts epidemiologic studies to determine the patterns of illness and disease.

- d) The Office produces the State's annual vital statistics report and publishes reports concerning special populations. As Illinois' agent for the Federal-State Cooperative for Populations Estimates, the Office produces population estimates that are used in defining health indicators and determining need for services and appropriate distribution of resources. To determine the pattern and characteristics of health behaviors, the Office conducts household surveys and provides technical assistance in interpreting data for planners and local health departments through the Behavioral Risk Factor Surveillance Survey.

- e) The Office developed and maintains the Illinois Health and Hazardous Substance Registry for making decisions on health and public health related to cancer incidence, adverse pregnancy outcomes, occupational diseases, and hazardous substances.

- f) The Office supports the Illinois Health Facilities Planning Board in administering the Illinois certificate of need program to reduce unnecessary health care services and costs, in enforcing the Health Care Worker Self-Referral Act [225 ILCS 47] to provide assistance, and in conducting planning activities related to health care facilities. For the certificate of need program, staff personnel review applications for construction of health care facilities, acquisition of major medical equipment, substantial changes in bed capacity, initiation of new services, and elimination of existing services. The Office then makes recommendations to the Health Facilities Planning Board for approval or denial of the certificate of need.

- g) The following are mandated responsibilities contained in State statutes:

- 1) The Illinois Health Facilities Planning Act [20 ILCS 3960] that created the Illinois Health Facilities Planning Board, describes its functions, including certificate of need/permit reviews and facilities planning.
- 2) The Illinois Health Statistics Act [410 ILCS 520] modeled on a widely accepted state-level ~~State-level~~ approach that provides for the collection of health data by the Department and provides for confidentiality of this data.
- 3) The Life Care Facilities Act [210 ILCS 40] sets forth the requirements for life care contracts that the Department must approve and monitor.
- 4) The Illinois Welfare and Rehabilitation Services Planning Act provides that Civil Administrative Code of Illinois agencies, including the Department of Public Health, develop a Human Services Plan to be presented to the General Assembly on April 1

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of every odd numbered year [20 ILCS 10].

- 5) The Experimental Organ Transplantation Procedures Act [20 ILCS 3935] created the Illinois Experimental Organ Transplantation Board for the purpose of reviewing applications and making recommendations to the Department to provide financial assistance to qualified applicants seeking an experimental organ transplant.
- 6) The Civil Administrative Code of Illinois [20 ILCS 2310/55.72] established the Task Force on Organ Transplantation within the Department to conduct a comprehensive examination of the medical, legal, economic, and social issues presented by human organ procurement and transplantation and to make recommendations to the Governor and General Assembly.
- 7) The Illinois Health and Hazardous Substances Registry Act [410 ILCS 525] establishes a unified statewide project to collect, compile and correlate information on public health and hazardous substances.
- 8) The Civil Administrative Code of Illinois [20 ILCS 2310/55.31b] allows for the general supervision of the interests of the health and lives of the people of the State ~~state~~ to require hospitals, laboratories, or other facilities in the State to report each incidence of cancer diagnosed by the hospitals, laboratories, or facilities, along with any other information the Department may require to develop a Health and Hazardous Substances Registry under the Illinois Health and Hazardous Substances Registry Act.
- 9) The Lead Poisoning Prevention Act [410 ILCS 45] requires immediate reporting of the existence of any person found or suspected to have a level of lead in the blood in excess of the permissible limits set forth in regulations adopted by the Department. The names, addresses, laboratory results, date of birth, and other information about the person are ~~is~~ maintained in the Adult Blood Lead Registry.
- 10) The Developmental Disability Prevention Act [410 ILCS 250] declares that the policy of the State for the prevention of perinatal mortality and conditions leading to developmental disabilities and other handicapping disabilities is a high priority for attention. The Adverse Pregnancy Outcome Reporting System maintains information regarding perinatal mortality and risk conditions.
- 11) The Vital Records Act [410 ILCS 535] charges the Department with the responsibility of collecting and preserving records of births and deaths of Illinois residents and of preparing and publishing ~~to prepare and publish~~ reports of vital statistics from these records.
- 12) The Alternative Health Care Delivery Act [210 ILCS 3] establishes procedures for investigating alternative methods of delivering health care services to the community.
- 13) The Health Care Worker Self-Referral Act [225 ILCS 47] gives the Illinois Health Facilities Planning Board the authority to

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determine if certain investments by one or more health care workers constitutes a conflict of interest.

- 14) The Civil Administrative Code of Illinois [420 ILCS 2310/55.26] authorizes the Department to conduct statewide inventories for existing hospitals, health service facilities, and other facilities.

- 15) The Counties Code [455 ILCS 5/Art. 5, Div. 25] 4-10047 5-25001-250207 establishes the Illinois Project for Local Assessment of Need (IPLAN) compliance requirements for the local health departments.

(Source: Amended at 24 Ill. Reg. 2709, effective February 15, 2000)

## Section 1125.350 Office of Finance and Administration

- a) The Office of Finance and Administration encompasses all administrative support activities essential to the overall operation of the Department.

- b) The Office of Finance and Administration provides supportive and coordination services to all offices and regions within the Department including budget, State/Local Liaison Unit, employee services and benefits. Divisions within the Office include: Accounting Services, Information Technology, Vital Records, Human Resources, and Physical Services.

- 1) The Division of Vital Records is the Official Register of Vital Events in Illinois that include all births, deaths, marriages, adoptions and divorces.

- 2) The State/Local Liaison Unit is the liaison between the local health departments and the Department.

- c) The Office also provides administrative support to the Regional Health Officers, who administer the Department's regional offices. The Regional Health Officers are responsible for coordinating various agency program activities at the regional level, including presiding over involuntary discharge and certificate of need hearings, serving as emergency liaisons, and serving as liaisons with local health agencies and community health associations.

(Source: Amended at 24 Ill. Reg. 2709, effective February 15, 2000)

## Section 1125.355 Office of Women's Health

The Office of Women's Health consists of the Division of Women's Health Services and the Division of Technical Support. The Office has, without limitation, the following duties:

- a) *Assisting in the assessment of the health needs of women in the State.*  
b) *Recommending treatment methods and programs that are sensitive and*

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relevant to the unique characteristics of women.  
c) *Promoting awareness of women's health concerns and encouraging, promoting, and aiding in the establishment of women's services.*

- d) *Providing adequate and effective opportunities for women to express their views on Departmental policy development and program implementation* (Section 55.69 of the Civil Administrative Code of Illinois [20 ILCS 2310/55.69]).

(Source: Amended at 24 Ill. Reg. 2709, effective February 15, 2000)

## Section 1125.360 Office Locations

- a) The Department maintains 2 Co-Central Offices in order to best serve the needs of the citizens of the State of Illinois. These offices are located at the locations listed in this subsection.†

- 1) 525 and 535 West Jefferson Street

- Springfield, Illinois 62761

- 2) 100 West Randolph Street

- Sixth Floor, Suite 600

- Chicago, Illinois 60601-†

- b) The Department's Divisions of Vital Records and Epidemiologic Studies are located at the location listed in this subsection.†

- 605 West Jefferson

- Springfield, Illinois 62702-†

- c) The Department operates laboratories at the following locations listed in this subsection.†

- 1) Chicago Laboratory

- 2121 West Taylor Street

- Chicago, Illinois 60612

- 2) Springfield Laboratory

- 825 North Rutledge, P.O. Box 19435

- Springfield, Illinois 62794

- 3) Carbondale Laboratory

- Chautauqua and Oakland Streets

- Carbondale, Illinois 62901

- d) The Department maintains Regional Offices at the locations listed in this subsection below. Each Regional Office is headed by a Regional Health Officer.

- 1) Region 1

- Rockford Regional Office

- 4302 North Main Street

- P.O. Box 2903

- Rockford, Illinois 61105

- 2) Region 2

- Peoria Regional Office

- 5415 North University Avenue

- Peoria, Illinois 61614

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- 3) Region 3  
Edwardsville Regional Office  
22 Kettle River Drive  
Edwardsville, Illinois 62034
- 4) Region 4  
Marion Regional Office  
2309 West Main Street  
Marion, Illinois 62959
- 5) Region 5  
Champaign Regional Office  
2125 South First Street  
Champaign, Illinois 61820
- 6) Region 6  
West Chicago Regional Office  
245 West Roosevelt Road, Building 5  
West Chicago, Illinois 60185
- 7) Region 7 (2 offices)  
Chicago Regional Offices  
A) Bellwood Office  
4212 West St. Charles Road  
Bellwood, Illinois 60104  
B) Chicago Office  
100 West Randolph, Room 6-600  
Chicago, Illinois 60601
- e) A map indicating the jurisdictional area of each Regional Office may be found in Appendix C.
- (Source: Amended at 24 Ill. Reg. 2709, effective February 15, 2000)

## ILLINOIS STATE TOLL HIGHWAY AUTHORITY

## NOTICE OF EMERGENCY AMENDMENT

- 1) Heading of the Part: State Toll Highway Rules
- 2) Code Citation: 92 Ill. Adm. Code 2520
- 3) Section Numbers: Emergency Action:  
2520.223 Amendment  
2520.705 Amendment
- 4) Statutory Authority: 605 ILCS 10/10(a), 625 ILCS 5/3-704.2 and 6-306.7
- 5) Effective Date of Amendment: February 4, 2000
- 6) If this emergency amendment is to expire before the end of the 150-day period, please specify the date on which it is to expire: It will not expire before the end of the 150-day period.
- 7) Date Filed with the Index Department: February 4, 2000
- 8) A copy of the emergency amendment, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection.
- 9) Reason for Emergency: Need to implement above cited legislation as soon as possible.
- 10) A Complete Description of the Subjects and Issues Involved: This amendment provides notice to toll violators of the possibility of licensee and/or registration suspension for having failed to satisfy fines or penalties related to five or more toll violations. This amendment also sets forth the procedure by which toll violators may challenge the accuracy of the information contained in the certification reports sent by the Illinois State Toll Highway Authority to the Secretary of State.
- 11) Are there any proposed amendments to this Part Pending? No
- 12) Statement of Statewide Policy Objectives: These proposed amendments do not create or enlarge a state mandate.
- 13) Information and questions regarding these amendments shall be directed to:

Eugene J. Kennelly  
Chief Council  
The Illinois State Toll Highway Authority  
2700 Ogden Avenue  
Downers Grove, Illinois 60515  
(630)241-6800

The full text of the emergency amendments begins on the next page:



## ILLINOIS STATE TOLL HIGHWAY AUTHORITY

## NOTICE OF EMERGENCY AMENDMENT

TITLE 92: TRANSPORTATION  
CHAPTER IV: ILLINOIS TOLL HIGHWAY AUTHORITY

## PART 2520

## STATE TOLL HIGHWAY RULES

## SUBPART A: AUTHORITY AND DEFINITIONS

Section  
2520.105 Authority  
2520.110 Definitions

## SUBPART B: GENERAL TRAFFIC RULES AND REGULATIONS

Section  
2520.200 Illinois Vehicle Code  
2520.201 Use of Tollway Prohibited  
2520.202 Vehicles and Equipment Which May Be Excepted from Provisions of Section 2520.201  
2520.203 Transportation of Hazardous Materials  
2520.204 Special Usage Toll  
2520.205 Loading or Unloading of Vehicles  
2520.206 Full Stop at All Toll Plazas  
2520.207 Entering and Leaving the Tollway  
2520.208 "U" Turns, Etc.  
2520.209 Backing Up of Vehicles  
2520.210 Parking, Standing or Stopping  
2520.211 Relocating of Vehicles  
2520.212 Pushing or Towing of Vehicles  
2520.213 Stopping or Halting Vehicles by the Authority  
2520.214 Destruction of Authority Property  
2520.215 Picnics  
2520.216 Aircraft  
2520.217 Sale of Goods and Services  
2520.218 Solicitation of Rides  
2520.219 Loitering or Interfering with Traffic  
2520.220 Approaching/Departing a Toll plaza  
2520.221 Compliance with Orders or Directions of State Troopers, Etc.  
2520.222 Duty Upon Striking Fixtures, Structures or Other Property on Tollway  
2520.223 Payment of Tolls  
EMERGENCY  
2520.224 Prohibited Lanes  
2520.225 Traffic Control Devices  
2520.226 Penalty for Violation

## SUBPART C: TRESPASS

Section

## ILLINOIS STATE TOLL HIGHWAY AUTHORITY

## NOTICE OF EMERGENCY AMENDMENT

2520.300 Authority  
2520.301 Restriction of Vehicles Using the Tollway  
2520.302 Restriction on Nature of Use of Tollway  
2520.303 Enforcement  
2520.304 Persons and Vehicles Excepted from the Requirements of Subpart C  
2520.305 Penalties

## SUBPART D: SPEED RESTRICTIONS

Section  
2520.400 Authority  
2520.401 Maximum Speed Limits for Passenger Cars  
2520.402 Maximum Speed Limits for Trucks, Buses, Passenger Cars Towing Trailer, House Trailer and Campers  
2520.403 Maximum Speed Limits for Service Areas, Parking Areas, Access Roads and Ramps  
2520.404 Road Hazards and Construction Zones  
2520.405 Minimum Speed Limits  
2520.406 Special Road Conditions

## SUBPART E: CONDUCT PROVISIONS

Section  
2520.500 Provisions  
2520.501 Violations  
2520.502 Littering - Penalty  
2520.503 Spurious or Counterfeit Tickets, Coupons or Tokens - Penalty  
2520.504 Toll Collection Devices - Penalty for Breaking

## SUBPART F: SEVERABILITY CLAUSE

Section  
2520.600 Partial Invalidity

## SUBPART G: General Provisions

Section  
2520.700 Authority  
2520.701 Related Statutes  
2520.702 Notice to Respondent  
2520.703 Establishment of the Toll Free Telephone Number  
2520.704 Judicial Review  
2520.705 Penalties  
EMERGENCY  
2520.706 Discovery  
2520.707 Administrative Adjudication  
2520.708 Duties of Hearing Officer  
2520.709 Hearings Format

## ILLINOIS STATE TOLL HIGHWAY AUTHORITY

## NOTICE OF EMERGENCY AMENDMENT

2520.710 Default - Failure to Appear  
 2520.711 Enforcement of Final Order  
 2520.712 Continuance  
 2520.713 Authority Rulemaking  
 2520.714 Severability Clause

**AUTHORITY:** Implementing and authorized by the Toll Highway Act [605 ILCS 10].

**SOURCE:** Filed January 3, 1973, effective February 1, 1973, codified at 8 Ill. Reg. 19884; Part repealed, new Part adopted at 17 Ill. Reg. 8539, effective May 27, 1993; amended at 20 Ill. Reg. 10200, effective July 12, 1996; emergency amendment at 24 Ill. Reg. 2737, effective February 4, 2000, for a maximum of 150 days.

## SUBPART B: GENERAL TRAFFIC RULES AND REGULATIONS

**Section 2520.223 Payment of Tolls****EMERGENCY**

- a) All persons driving vehicles upon the Tollway, except as provided in subsection (b) below, are required to pay the prescribed toll at each Toll Plaza encountered while using the Tollway. Tolls may be paid for in the following manner:
  - 1) By currency or change presented to a Toll Collector, or by correct change deposited in the automatic coin machine.
  - 2) By a valid and current charge plate issued by the Authority and presented to the Toll Collector.
- b) Tolls shall not be required of Authority officers and employees while on Authority business, or of public police, public fire or public ambulance vehicles when on emergency business or duty necessitating the use of the Tollway system, and when the vehicle is readily identifiable as such.
- c) Failure to pay the prescribed Toll is subject to punishment as provided in Section 27.1 of the Toll Highway Act.
- d) Any person who shall use or attempt to use any currency or coins other than legal tender of the United States of America, counterfeit, expired, or unauthorized credit cards of any type, or any electronic device or equipment not authorized by the Authority in lieu of or to avoid payment of a Toll shall be deemed guilty of a petty offense and shall be subject to a fine for each such offense, as provided in Section 27.1 of the Toll Highway Act.
- e) Any person, except an authorized Authority employee or agent, who removes any coin from the pavement or from the ground surface within 10 feet of a toll collection booth or machine shall be guilty of a petty offense. This Section shall not apply to any person who retrieves coins he or she dropped while attempting payment of a Toll.
- f) Whoever wilfully, maliciously and forcibly breaks any mechanical or electronic toll collection device of the Authority or any appurtenance

## ILLINOIS STATE TOLL HIGHWAY AUTHORITY

## NOTICE OF EMERGENCY AMENDMENT

thereto with intent to commit larceny shall be deemed guilty of a Class 4 felony and subject to fine and/or punishment as provided by the law for such class of crime.

- g) No vehicle shall be driven through a Toll Plaza collection facility without payment of the proper toll. In the event of non-payment of the proper toll, as evidenced by video or electronic recording, the registered owner of such vehicle shall, upon notice to the registered owner by mail or personal service, be liable to make prompt payment to the Authority of the proper toll charge as well as an administrative fee of \$20.00. Upon failure to pay the proper toll and administrative fee to the Authority after notice thereof and within the time designated in the notice, the registered owner shall also be subject to payment of a fine not to exceed \$50.00 for each and every violation of this subsection and any other fine or penalty that may be prescribed by law for such violations. Upon receipt of a certified report from the Authority stating that the registered owner of a vehicle has failed to satisfy any fine or penalty resulting from a final order issued by the Authority relating directly or indirectly to 5 or more toll violations, toll evasions, or both, the Secretary of State shall suspend the vehicle registration and/or driver's license of the person. This subsection shall not apply if the driver of the vehicle is fined or otherwise penalized for the same violation under any other Authority Rule or Regulation regarding failure to pay the prescribed toll.

(Source: Amended by emergency rulemaking at 24 Ill. Reg. effective February 4, 2000, for a maximum of 150 days)

## SUBPART G: GENERAL PROVISIONS

**Section 2520.705 Penalties****EMERGENCY**

- a) Section 2520.223(g) of this Part authorizes the Illinois State Toll Highway Authority to:
  - 1) ~~assess~~ assess a \$20.00 fine against the registered owner of a vehicle who fails to pay the proper toll; and
  - 2) ~~upon failure to pay the proper toll and fine to the Authority after notice of a final determination thereof and within 14 days after the notice, the registered owner shall also be subject to payment of an additional fine not to exceed \$50.00 for each and every violation pursuant to Section 2520.223(g) of this Part; and the Authority's rules and regulations;~~ upon failure of a registered owner of a vehicle to satisfy any fine or penalty resulting from a final order issued by the Authority relating directly or indirectly to 5 or more toll violations, direct the Secretary of State to suspend the vehicle registration and/or driver's license of the person.

## ILLINOIS STATE TOLL HIGHWAY AUTHORITY

## NOTICE OF EMERGENCY AMENDMENT

b) A prerequisite to the suspension of vehicle registration and/or driver's license by the Secretary of State shall be the submission to the Secretary of State, by the Authority, of a Certified Report containing the following information:

- 1) The name, last known address and driver's license number of the person who failed to satisfy the fines or penalties and the registration number of any vehicle known to be registered in this State to the person.
- 2) A statement that the Authority sent a notice of impending suspension of the person's driver's license, vehicle registration, or both, to the person named in the report at the address recorded with the Secretary of State, the date on which the notice was sent, and the address to which the notice was sent.

c) The person to whom the notice of impending suspension was sent may challenge the accuracy of the information contained in the Certified Report by submitting his/her challenges, within 21 days of the date of the notice, in writing, to:

The Illinois State Toll Highway Authority

ATTN: Toll Services Manager

2700 Ogden Avenue

Downers Grove, Illinois 60515

Challenges to the accuracy of the information contained in the Certified Report shall be limited to the following:

- 1) The person having received the notice is not the owner of the vehicle in question.
  - 2) The person having received the notice has already paid the fine/penalty.
  - 3) The person having received the notice was found not guilty of the alleged violations.
  - 4) The person having received the notice was found guilty of less than 5 violations.
  - 5) Any other material error in the contents of the Certified Report.
- d) The Authority shall notify the Secretary of State whenever a person named in the Certified Report has satisfied the previously reported fines or penalties or whenever the Authority determines that the original report was in error. Upon receipt of the Authority's notification, the Secretary of State shall terminate the suspension.

(Source: Amended by emergency rulemaking at 24 Ill. Reg. effective February 4, 2000, for a maximum of 150 days)

2737

## THE BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS

## NOTICE OF EMERGENCY RULES

1) Heading of the Part: Relocation Assistance

2) Code Citation: 71 Ill. Adm. Code 2400

|                            |                          |
|----------------------------|--------------------------|
| 3) <u>Section Numbers:</u> | <u>Emergency Action:</u> |
| 2400.10                    | New Section              |
| 2400.20                    | New Section              |
| 2400.30                    | New Section              |
| 2400.40                    | New Section              |
| 2400.50                    | New Section              |
| 2400.60                    | New Section              |
| 2400.70                    | New Section              |
| 2400.80                    | New Section              |

4) Statutory Authority: Implementing and authorized by the University of Illinois Act, 110 ILCS 305/7(a) and (b)

5) Effective Date of Rules: February 4, 2000

6) If these Emergency Amendments are to expire before the end of the 150-day period, please specify the date on which they are to expire. These emergency rules will not expire before the end of the 150 day period.

7) Date filed with Index Department: February 4, 2000

8) A copy of the Emergency Rules is on file in the University's principal office and is available for public inspection.

9) Reason For The Emergency: The provision of relocation assistance in relation to the South Campus Project was contingent upon Tax Increment Financing (TIF) from the City of Chicago. Ordinances adopting the appropriate and necessary tax increment designations and agreements implementing same were just recently adopted and executed by the City of Chicago.

Further, in order to meet the construction schedules for the South Campus Project required under such agreements with the City of Chicago, the relocation of affected businesses and residents must commence immediately.

10) A Complete Description of the Subject and Issues Involved: These emergency rules are intended to provide defined relocation assistance to certain displaced businesses and residents whose business premises and residences are to be acquired by the University and are located within an area of the City of Chicago adjacent to the University of Illinois at Chicago campus and bounded as follows: on the West by Morgan Street; on the North by Roosevelt Road; on the East by Union Street; and on the South by the north boundary of the METRA embankment at 16th Street, in the City of Chicago, Cook County, Illinois.



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The relocation of these affected businesses and residents is necessary in order to undertake and complete the UIC South Campus Project. This South Campus Project (specifically approved and authorized by the Illinois General Assembly at 110 ILCS 305/7(b)) includes the construction of academic and campus-life facilities; residential and retail development, including a sizeable number of affordable housing units; and infrastructure relocation renewal and upgrading (Public Act 89-691; Public Act 90-730).

- 11) Are there any proposed amendments to this Part pending? No
- 12) Statement of Statewide Policy Objectives: This emergency rulemaking will not require local governments to establish, expand, or modify their activities in such a way as to necessitate additional expenditures from local revenues.
- 13) Information and questions regarding these Emergency Amendments shall be directed to:

Donna M. Williamson  
University of Illinois, Office of University Counsel  
Suite 405 Administrative Office Building  
1737 West Polk Street, M/C 225  
Chicago, Illinois 60612  
312-996-7762 (phone)  
312-996-6455 (fax)

The full text of the Emergency Rules begins on the next page:

## THE BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS

## NOTICE OF EMERGENCY RULES

TITLE 71: PUBLIC BUILDINGS, FACILITIES AND REAL PROPERTY  
CHAPTER VIII: UNIVERSITY OF ILLINOIS

PART 2400  
RELOCATION ASSISTANCE

|         |   |
|---------|---|
| Section | Purpose                                 |
| 2400.10 | EMERGENCY                               |
| 2400.20 | Definitions                             |
| 2400.30 | Business relocation                     |
| 2400.40 | Residential relocation                  |
| 2400.50 | Business Relocation Services            |
| 2400.60 | Residential Relocation Services         |
| 2400.70 | Benefit limits - Notification procedure |
| 2400.80 | Ineligible relocation expenses          |

AUTHORITY: Implementing and authorized by Section 7(a) and (b) of the University of Illinois Act [110 ILCS 305/7(a) and (b)].

SOURCE: Adopted by emergency rulemaking at 24 Ill. Reg. effective February 4, 2000, for a maximum of 150 days.

Section 2400.10 Purpose  
EMERGENCY

The purpose of this Part is to provide relocation assistance for eligible residents and business concerns displaced as a result of the acquisition of land for expansion of the University of Illinois at Chicago within the South Campus Project Area. This Part is intended to establish a means of providing such relocation assistance and of making expense payments to facilitate business concerns and residents in their relocation resulting from a project designed for the benefit of the public as a whole. These relocation assistance benefits are available to business concerns and residents who will be permanently displaced by the University's South Campus Project and meet the eligibility requirements described herein. The maximum total payments to be made by the University hereunder shall not exceed \$900,000.

Section 2400.20 Definitions  
EMERGENCY

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"Board of Trustees" - means the Board of Trustees of the University of Illinois.

"Business concern" - means a legally constituted for-profit enterprise established and lawfully occupying premises in compliance with applicable laws, ordinances, rules, regulations and judicial orders within the Project Area as of August 10, 1998, and continuing until the approved date of move.

"Displaced resident or business concern" - means any eligible resident or business concern that moves from the real property or moves its personal property from the real property within the Project Area.

"Displacing agency" - means the Board of Trustees of the University of Illinois carrying out any program or project within the Project Area which causes a resident or business concern to be a displaced resident or business concern.

"Dwelling" - means the place of permanent or customary and usual residence of a resident, according to law.

"In lieu payment" - means a payment made to a displaced business concern as an alternative to filing a relocation claim for actual moving and related expenses.

"Project Area" - means the territory located on or adjacent to the University of Illinois at Chicago Campus and bounded as follows: on the West by Morgan Street, on the North by Roosevelt Road, on the East by Union Street, and on the South by the North boundary of the METRA embankment at 16th Street in the City of Chicago, Cook County, Illinois.

"Relocation expenses" - means defined eligible moving and related expenses incurred by a resident or business concern within the Project Area because of displacement by the displacing agency.

"Resident" - means a person who maintains a dwelling within the Project Area by ownership or written lease, which complies with applicable laws, ordinances, rules, regulations and judicial orders, and who has been in lawful occupancy of the premises as of August 10, 1998 and continuously until the approved date of move.

"Resident" eligibility is further defined to require all of the following:

A person who has not moved before the approved date of move determined through negotiations with the University;

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A person who initially entered into occupancy of the dwelling before August 10, 1998 and continuously until the approved date of move;

A person who has not occupied the property for the sole purpose of attempting to obtain relocation assistance under this program;

A person whom the University determines is displaced as a direct result of an acquisition;

A person who is notified in writing that he or she will in fact be displaced for the project and is eligible for relocation assistance; and

A person who loses the right of use and occupancy of the real property following its acquisition by the University.

"University" - means The Board of Trustees of the University of Illinois.

### Section 2400.30 Business relocation EMERGENCY

An eligible business concern displaced by the South Campus Project shall be provided assistance in accordance with the provisions of Section 2400.50 - Business Relocation Services. The University may retain the professional services of a Relocation Consultant or any other person so designated by the University who shall be authorized to provide help in obtaining a relocation payment to a business concern that is required to move as a result of the University's South Campus Project. For assistance with a relocation claim, please contact:

University of Illinois at Chicago  
Office of University Counsel  
Suite 405 Administrative Office Building  
1737 West Polk Street  
Chicago, Illinois 60612  
Phone: (312) 996-7762  
Fax: (312) 996-6455

### Section 2400.40 Residential relocation EMERGENCY

An eligible resident displaced by the South Campus Project shall be provided assistance in accordance with the provisions of Section 2400.60 - Residential Relocation Services. For assistance with a relocation claim, please contact:

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University of Illinois at Chicago  
Office of University Counsel  
Suite 405 Administrative Office Building  
1737 West Polk Street  
Chicago, Illinois 60612  
Phone: (312) 996-7762  
Fax: (312) 996-6455

Section 2400.50 Business Relocation Services  
EMERGENCY

- a) Eligibility.  
Eligibility for relocation benefits is determined by the business concern's lawful occupancy of premises within the Project Area prior to August 10, 1998, and the continued occupation of the premises until the approved date of move, as well as compliance with all requirements under this Part. The benefits and policies described herein only apply to business concerns owning or occupying property within the Project Area.
- b) Assistance of University.  
The University itself or through its Relocation Consultant will assist an eligible business concern plan its move and claim the relocation benefits. The University may:
  - 1) consult with the business concern regarding the amount of space and other requirements needed at the new location;
  - 2) advise on cost and availability of suitable new premises and supply names of real estate brokers who may be able to assist the business concern with referrals;
  - 3) inform the business concern of the availability of other programs and agencies providing guidance and financial assistance; and
  - 4) assist the business concern with the documentation of its relocation claim.
- c) Payment for Actual Moving and Related Expenses.  
A business concern meeting the eligibility requirements may be eligible to receive a payment for actual moving and related expenses not to exceed \$20,000. Actual moving and related expenses may include:
  - 1) Moving expenses, including the cost of insuring, disconnecting, packing and crating, loading, transporting, unloading, unpacking, reshelving, assembling and reconnecting personal property. A business concern may hire contractors for moving and related work or use its own regular or specially hired employees for all or part of the work;
  - 2) Storage costs made necessary because of relocation;
  - 3) Cost and installation of substitute equipment;
  - 4) Costs of relettering signs and replacing printed matter made obsolete by the move;
  - 5) Professional services of architects, attorneys, engineers and

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- consultants necessary to move, install or plan the move of personal property;
  - 6) Costs for direct loss of personal property, when a business concern elects to dispose of some or all of its personal property rather than relocate it. The payment may not exceed the estimated cost of relocating the personal property not moved; and
  - 7) Costs for reestablishing the business concern at another location, including, but not limited to, repairs, modifications or improvements to the replacement real estate, utility hook-ups, impact fees, redecoration or replacement of soiled or worn surfaces, and professional services necessary in connection with the purchase or lease of a replacement site.
  - d) Procedures Prior to the Move.  
These procedures must be followed to expedite the payment of the relocation claim:
    - 1) At least 30 days but not more than 90 days prior to the move, the business concern must submit a completed Notice of Intent to Relocate form;
    - 2) The business concern shall provide the University with an inventory of items of personal property which are intended to be moved, as well as a list of the related expenses which the business concern intends to claim as allowed herein. The University will supply the business concern with all necessary forms. Only items of personal property may be listed. No payment may be made for moving any items which are irremovable or part of the real property, or included in the compensation paid by the University to acquire property. Upon review of the inventory listing, the University will inform the business concern of any excluded items. The University will also evaluate requests for related expenses; and
    - 3) The business concern shall submit copies of all bids, invoices, and related information for costs incurred in its move, and for the related expenses, in order to facilitate the preparation of a relocation claim.
- If the business concern intends to move on a contractual basis, the University can assist, upon written request, in identifying moving contractors.
- The University is not responsible for any loss or damage during the move.
- Moving expenses for which reimbursement may be requested may not be incurred before the business concern has submitted its Notice of Intent to Relocate and any bids and proposals for which reimbursement will be claimed have been approved by the University. The University must be notified in writing when the moving is to begin so that the required recording of moving activities may be made at the displacement and replacement locations.
- Payment in Lieu of Actual Moving and Related Expenses.
- 1) As an alternative to filing a relocation claim for moving and



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related expenses, the business concern may file a claim for an "in lieu payment." Subject to this subsection (e), the "in lieu payment" can be made only to a displaced business concern which meets the following conditions:

- A) The business concern owns or rents personal property that must be moved. A list of inventory is required;
- B) The business concern moves from the displacement location and relocates;
- C) The business concern cannot be relocated without a substantial loss of its existing patronage or clientele;
- D) The business concern is not part of a commercial enterprise having more than three other establishments engaged in the same or similar type business which are not being displaced;
- E) The business concern is not operated at the displacement location solely for the purpose of renting a dwelling or a site to others; and

AGENCY NOTE: This requirement does not apply to a licensed hotel operation.

- F) The business contributed materially to the income of the owner of the business concern.

- 2) The "in lieu payment" will be based upon the net income of the business concern in the prior two years, but shall not exceed \$20,000. The relocation claim must be supported by evidence of earnings such as copies of federal income tax returns or certified financial statements audited by an accountant for the two years immediately preceding relocation.

f) Making a Relocation Claim.

The business concern is responsible for submitting an accurate relocation claim adequately supported by the required documentation and signed by the applicant. False or fraudulent relocation claims may be punishable under the law.

If a relocation consultant administers the relocation program, then such consultant shall be responsible for initial determinations of the eligibility of all relocation claims and their components according to this Part. The University will have final approval of all relocation claims. The relocation payment will be made by the University directly to the business concern.

Every business concern is urged to work as closely as possible with the University or relocation consultant in order that the relocation claim will be as complete as possible and payable at the earliest possible time.

g) Assembly of the Relocation Claim.

A relocation claim must include documentary proof that the business concern meets eligibility requirements, that prescribed procedures have been followed, and that the claimed amount of relocation expenses has been incurred. A claim for a relocation assistance payment must be supported by proper documentation such as bills, certified prices, appraisals, or other evidence of incurred expenses.

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The relocation claim should be assembled as soon as the move is completed. It must include the supporting documentation described for either actual expenses or for the "in lieu payment" and must be made using the relocation forms supplied by the University.

The business concern is responsible for providing a complete relocation claim; however, the University will assist in completing and filing the relocation claim. Copies of the documentation that the business concern has submitted to the University will be made available upon request by the business concern.

A claim for a relocation assistance payment must be filed with the University within 60 days after:

- 1) for tenants, the date of displacement.
- 2) for owners, the date of displacement or the date of the final payment for the acquisition of the real property, whichever is later.

The 60 day time period may be waived by the University for good cause.

- h) Payment of the Relocation Claim.  
The University will review claims. The claimant will be notified in writing as to any additional documentation that is required to support the claim. Payment for a claim will be made following receipt of proper documentation to support the claim.

After the relocation claim is submitted it must be reviewed by the University for determination of the eligibility of the claimed amounts. It will be necessary for the University to inspect the materials moved and the reinstallation of the personal property at the new location.

A Letter of Determination will be mailed to the business concern outlining eligible and ineligible costs and the reasons for any disallowances.

If the business concern follows the prescribed procedures and provides complete and adequate documentation, the University will make every effort to expedite its review and payment of the relocation claim. If a displaced resident or business concern demonstrates the need for an advance relocation payment in order to avoid or reduce a hardship, the University may issue payment to a third party providing a relocation service, subject to such safeguards as are appropriate to ensure that the objective of the payment is accomplished.

The University will deduct the amount of any advance relocation payment from the relocation payment to which a displaced resident or business concern is otherwise entitled. The University may not withhold any part of a relocation payment to satisfy an obligation to any creditor other than the University, unless ordered by a court of competent jurisdiction.

If the business concern has objections to any disallowances made by the University, the business concern may submit those objections in writing to the University within 7 days after receipt of the Letter of Determination. If the University disapproves all or part of a payment claimed or refuses to consider the claim on its merits because of

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untimely filing or other grounds, it will promptly notify the claimant in writing of its final determination and the basis for its determination.

#### Section 2400.60 Residential Relocation Services EMERGENCY

- a) Eligibility.  
Eligibility for relocation benefits is determined by the lawful occupancy of the premises prior to August 10, 1998, and the continued occupation of the premises until the approved date of move. A displaced resident will be provided written notice of such eligibility. The benefits and policies described herein only apply to a displaced resident residing within the Project Area.
- b) Payment for Relocation.  
Residential relocation assistance will follow the same procedures as business concern relocations as nearly as may be practicable, except that the maximum relocation payment which will cover only actual expenses shall be \$2,000 and there shall be no "in lieu payment" for residential relocation; provided, however, the University may, in its discretion, pay a fixed rate not to exceed \$2,000 in place of actual expenses.  
If two or more lawful occupants of the displacement dwelling move to separate replacement dwellings, each occupant is entitled to a reasonable prorated share, as determined by the University, of any relocation payments that would have been made if the occupants moved together to a comparable replacement dwelling.

#### Section 2400.70 Benefit limits - Notification procedure EMERGENCY

A displaced resident or business concern will be given as much advance notice as possible of the time that possession of the property will be required. Except in an emergency as determined by the University, no one lawfully occupying the property will be given less than 90 days' written notice to vacate their premises. The notice shall inform a displaced resident or business concern of the relocation assistance that may be available.

#### Section 2400.80 Ineligible relocation expenses EMERGENCY

The following expenses (this list is not exhaustive) are considered ineligible for reimbursement as "actual relocation expenses" and a displaced resident or business concern is not entitled to payment therefor:

- a) any additional operating expenses of a business concern or non-profit organization incurred because of operating in a new location;
- b) improvements to a replacement structure or site;
- c) interest on a loan to cover moving expenses;

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- d) loss of goodwill;
- e) loss of profits;
- f) loss of trained employees;
- g) personal injury;
- h) any legal fee or other cost of preparing a claim for relocation assistance or for representing the claimant before the University;
- i) expenses for searching for a replacement dwelling;
- j) any physical changes to the real property including any improvements thereon, at the replacement location except as specifically provided herein;
- k) costs of storage of personal property on real property already owned or leased by the displaced resident or business concern; and
- l) any additional expense incurred because of living in a new location.

## DEPARTMENT OF HUMAN SERVICES

## NOTICE OF CORRECTIONS TO PROPOSED RULES NOTICE

- 1) Heading of Part for which proposed rulemaking notice is being corrected:  
WIC Vendor Management Code
- 2) Code Citation: 89 Ill. Adm. Code 672
- 3) Illinois Register citation to Notice of Proposed Amendments: February 4, 2000, 24 Ill. Reg. 1763
- 4) The information being corrected is as follows: #12 on the Notice  
Initial Regulatory Flexibility Analysis:
  - A) Types of small businesses, small municipalities and not for profit corporations affected: small businesses in WIC vendor program
  - B) Reporting, bookkeeping or other procedures required for compliance:  
recordkeeping
  - C) Types of professional skills necessary for compliance: recordkeeping

## ILLINOIS STATE TREASURER'S OFFICE

## NOTICE OF PUBLIC INFORMATION

NOTICE OF NAMES OF PERSON APPEARING TO BE OWNERS OF UNCLAIMED PROPERTY WHOSE  
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Pursuant to Public Act 91-0016, the Illinois State Treasurer's Office is publishing the names and last known addresses of unclaimed property owners whose last known addresses are allegedly in a state other than Illinois. The other state does not have a reciprocity arrangement with Illinois.

If your name or that of a person you represent appears below, you may contact this Agency for further information about the assets.

INQUIRIES MUST BE IN WRITING. The written inquiry should include the name and address as listed, and the correct name and address for reply. If inquiring about a name other than your own, you must indicate your authority to act on behalf of that person.

Address written inquiries to:

UNCLAIMED PROPERTY DIVISION  
ILLINOIS STATE TREASURER'S OFFICE  
P.O. Box 19495  
Springfield, Illinois 62794-9495

AUTHORITY: Implementing and required by the Illinois Uniform Disposition of Unclaimed Property Act, (765 ILCS 1025/12).

|                           |          |   |          |
|---------------------------|----------|---|----------|
| ABAZA                     | DINA     | 14 ADAN ST MOHANDESSEEN GIZA<br>EGYPT   | FA 00000 |
| ABE                       | KOLE     | PO BOX 159 YABA LAGOS<br>NIGERIA        | FA 00000 |
| ACHENBACH LEARNING CENTER |          | PO BOX 128<br>MACKSVILLE                | KS 67557 |
| ADDL & CO                 |          | PO BOX 1000 WALL ST STATION<br>NEW YORK | NY 10258 |
| AHTNA LODGE               |          | MILE 115 RICHARDSON<br>GLENALLEN        | AK 99588 |
| AKAM ASSOCIATES           |          | 9TH FLOOR 302 5TH AVENUE<br>NEW YORK    | NY 10001 |
| AKINDIJI                  | JOEL     | MAPO PO BOX 23759 IBABAN OYO<br>NIGERIA | FA 00000 |
| AKKAD                     | MUHAMMAD | M PO BOX 9870                           |          |



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|                          |                                  |   |
|--------------------------|----------------------------------|---|
| AL MUBAKARIA HOTELS CO L | DAMASCUS SYRIA                   | FA 00000  |
| AL MUBARAKIA HOTELS CO L | 21482 SAUDI A 00001 SAUDI ARABIA | FA 00000  |
| ALANIZ                   | MARK                             | 21482 SAUDI A 00001 SAUDI ARABIA<br>FA 00000          |
| ALASKA LANE HOTEL        | A USS VON STEUBEN SSBN 632 FPO   | FA 00000  |
| ALASKA SALES CO          | ANCHORAGE                        | AK 99501  |
| ALASKA SALES COMPANY     | ST PAUL ISLAND                   | AK 99600  |
| ALAWAD                   | MOHAMMAD                         | A KINGDOM OF SAUDI ARABIA<br>FA 00000                 |
| ALBERT                   | DANIEL                           | 2028 WALNUT STREET<br>PHILADELPHIA                    |
| ALBERT                   | NANCY                            | 2028 WALNUT STREET<br>PHILADELPHIA                    |
| ALI                      | BETH                             | 4842 KELLOGG CIRCLE<br>BOULDER                        |
| ALI                      | HADI                             | H 4842 KELLOGG CIRCLE<br>BOULDER                      |
| ALIATASHBARG             | MOHAMMAD                         | A 14 W 5TH ANDISHEN SOHRAVARDI AVE APT<br>TEHRAN IRAN |
| ALKADDOUR                | HAITHAM                          | NAJDA ST BOX 548 ABU DHABI<br>UNITED ARAB EMR         |
| ALLISON MOTEL            |                                  | 215 WINDJAMMER ST<br>ROCKPORT                         |
| ALTENBERGER              | CLAUDIA                          | 7238 OBERNDORF NSW WEST GERMANY                       |

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|                                       |           |                                     |                   |
|---------------------------------------|-----------|-------------------------------------|-------------------|
| ALTENBERGER                           | REINER    | 7238 OBERNDORF NEW WEST GERMANY     | FA 00000          |
| ALTIOK                                | BINNUR    | CURIE 4 PLACE JUSSIU                | 75252<br>FA 00000 |
| ALTIOK                                | TAYFUR    | M CURIE 4 PLACE JUSSIU              | 75252<br>FA 00000 |
| AMARILLO NATIONAL BANK                |           | AMARILLO                            | TX 00000          |
| AMER EXP TRAVEL RELATED SERVICES CO   |           | NEW YORK                            | NY 10285          |
| AMERICAN LIFE & CASUALTY INSURANCE CO |           | PO BOX 9167<br>DES MOINES           | IA 50306          |
| AMS PRESS                             |           | 56 E 13TH ST<br>NEW YORK            | NY 10003          |
| ANTONECCHIA                           | FRANK     | 205 ROUND HILL DR<br>YONKERS        | NY 10710          |
| AOKI                                  | KAZUYO    | 1023 BUDAPEST VERHALOM U 14 HUNGARY | FA 00000          |
| AOKI                                  | TOMOHIITO | 1023 BUDAPEST VERHALOM U 14 HUNGARY | FA 00000          |
| ARBETWMAN                             | MARLENE   | 21 L WOOD CREEK DR<br>ROME          | NY 13440          |
| ARBETWMAN                             | STEVEN    | 21 L WOOD CREEK DR<br>ROME          | NY 13440          |
| ARCTIC HOSTS INC                      |           | 4831 OLD SEWARD HWY<br>ANCHORAGE    | AK 99503          |
| ARDISON                               | DON       | RT 2 BOX 94B<br>PHILADELPHIA        | MS 39350          |
| ARMSTRONG                             | MARGARET  | G 1990 BLACK JACK RIDGE             |                   |

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|                 |                         |                                       |       |       |
|-----------------|-------------------------|---------------------------------------|-------|-------|
| ARMSTRONG       | WILLIAM                 | BIRMINGHAM                            | AL    | 35210 |
|                 | E 1990 BLACK JACK RIDGE |                                       |       |       |
|                 | BIRMINGHAM              | AL                                    | 35210 |       |
| ARNOLD          | JAMES                   | L 721 SANTA ANITA                     | TX    | 78363 |
|                 | KINGSVILLE              |                                       |       |       |
| ARNOLD          | SHIRLEY                 | 601 LAKE LOOP                         | AR    | 72063 |
|                 | HATTIEVILLE             |                                       |       |       |
| ASECHEMIE       | DANIEL                  | P PORT HARCOURT NI                    | FA    | 00000 |
|                 |                         |                                       |       |       |
| ASECHEMIE       | ROSE                    | L PORT HARCOURT NI                    | FA    | 00000 |
|                 |                         |                                       |       |       |
| ASH GEAR SUPPLY |                         | 21380 BRIDGE ST                       | MI    | 48034 |
|                 |                         | SOUTHFIELD                            |       |       |
| ASHLEY          | BRIAN                   | 42101 TESSMER                         | MI    | 48314 |
|                 |                         | STERLING HTS                          |       |       |
| ATASHBARG       | PARVIN                  | 14 W 5TH ANDISHEN SOHRAVARDI AVE APT  | FA    | 00000 |
|                 |                         | TEHRAN IRAN                           |       |       |
| ATHENS YMCA     |                         | 915 HAWTHORNE AVE                     | GA    | 30606 |
|                 |                         | ATHENS                                |       |       |
| ATI TITLE CO    |                         | 405 SW 5TH ST                         | IA    | 50309 |
|                 |                         | DES MOINES                            |       |       |
| ATIMTAY         | AYSEL                   | T CICEGISOK 58 CANKG YA               | FA    | 00000 |
|                 |                         | ANKARA TURKEY                         |       |       |
| ATIMTAY         | ERGIN                   | CICEGISOK 58 CANKG YA                 | FA    | 00000 |
|                 |                         | ANKARA TURKEY                         |       |       |
| ATTOLICO        | BARBARA                 | A 5 WATERSIDE GARDENS HAMILTON ML37PY | FA    | 00000 |
|                 |                         | SCOTTLAND                             |       |       |
| ATTOLICO        | SAMUEL                  | M 5 WATERSIDE GARDENS HAMILTON ML37PY | FA    | 00000 |
|                 |                         | SCOTTLAND                             |       |       |
| AUDIO VISION    |                         | 3 MORNINGSIDE PL                      |       |       |

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|  |                       |           |                                   |    |       |
|--|-----------------------|-----------|-----------------------------------|----|-------|
|  | AYBAR                 | JOSE      | 266 LIVINGSTON AVE                | NJ | 00000 |
|  |                       |           | NEW BRUNSWICK                     |    |       |
|  | AYCOX                 | JASPER    | 431 W WASHINGTON AVE              | AR | 72370 |
|  |                       |           | OSCEOLA                           |    |       |
|  | B & K NURSING CENTER  |           | 101 S MAIN                        | OK | 73651 |
|  |                       |           | HOBART                            |    |       |
|  | BADRAN                | MOHAMMAD  | 14 ADAN ST MOHANDESSEEN GIZA      | FA | 00000 |
|  |                       |           | EGYPT                             |    |       |
|  | BAIN                  | SHIRLEY   | RR 1 BOX 14A                      | MS | 38834 |
|  |                       |           | GLEN                              |    |       |
|  | BAIOCCHI              | DONALD    | APT 2130 3700 N 1ST AVE           | AZ | 85719 |
|  |                       |           | TUCSON                            |    |       |
|  | BAKER                 | ELSIE     | 8197 SILVER FALLS                 | OR | 97325 |
|  |                       |           | AUMSVILLE                         |    |       |
|  | BAKER                 | NYLA      | Y 561 NEW HOPE RD E               | TX | 75069 |
|  |                       |           | MC KINNEY                         |    |       |
|  | BALOGUN               | LAURENCE  | PO BOX 35 BENIN CITY BENDEL STATE | FA | 00000 |
|  |                       |           | NIGERIA                           |    |       |
|  | BAMBRICK              | LILLIAN A | 326 REA AVE                       | NJ | 00000 |
|  |                       |           | HAWTHORNE                         |    |       |
|  | BANCO POPULAR DE PR   |           | PO BOX 362708                     | PR | 00936 |
|  |                       |           | SAN JUAN                          |    |       |
|  | BANK ONE TEXAS        |           |                                   | TX | 00000 |
|  | BANKSON               | MARION    | E 2003 E PECAN AVE                | LA | 71220 |
|  |                       |           | BASTROP                           |    |       |
|  | BANTAM DOUBLEDAY DELL |           | CHURCH STREET STATION PO BOX 6337 | NY | 10249 |
|  |                       |           | NEW YORK                          |    |       |
|  | BAOZHEN               | JIA       | 601 BUILDING 3 100026             |    |       |

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|                           |          |                                       |          |          |
|---------------------------|----------|---------------------------------------|----------|----------|
| BAPTIST                   | MONICA   | R 6621 W 91ST ST 253<br>OVERLAND PARK | KS 66212 | FA 00000 |
| BARCZEWSKI                | ANDRZEJ  | T REPUBLIC OF POLAND                  |          | FA 00000 |
| BARNES                    | SCOTT    | APT 59 2435 MCKINLEY AVE<br>EL PASO   | TX 79930 |          |
| BARNETT                   | KEITH    | 2788 MOORHEAD<br>BOULDER              | CO 80303 |          |
| BARRY                     | DANIEL   | E USS ACADIA AD 42 FPO AP             | FA 00000 |          |
| BARTNICKI                 | JEANNINE | M 8607 N TIMBERLANE DR<br>SCOTTSDALE  | AZ 85258 |          |
| BARTSCH                   | DIANE    | PO BOX 95<br>MAYNARD                  | AR 72444 |          |
| BAUER                     | WILLARD  | 2525 E CAMINO<br>TUCSON               | AZ 85718 |          |
| BAYVIEW VACATION APARTMEN |          | PO BOX 2601<br>ST THOMAS              | VI 00803 |          |
| BCG A LIMITED PARTNERSHI  |          | ONE TURTLE CREEK VILLAGE<br>DALLAS    | TX 75219 |          |
| BEDECKER                  | DANIEL   | 71 LOUISIANA AVE<br>BRIDGEPORT        | CT 06604 |          |
| BEHAN & THURM             |          | A 1090 WIEN<br>WIEN 00001 AUSTRIA     | FA 00000 |          |
| BELKNAP COUNTY NURSING HO |          | 1152 N MAIN ST<br>LACONIA             | NH 03246 |          |
| BEST WESTERN HERITAGE HOU |          | PO BOX 525<br>ALBANY                  | GA 31702 |          |
| BETTENS AUTO CENTER INC   |          | PO BOX 349                            |          |          |

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|----------------------|------------|---|----------|-------|
| BEZDENEZNYKH         | VYACHESLAV | MOSCOW RUSSIA BUILD 11 APT 6                | FA 00000 |       |
| BILL HEARD CHEVROLET |            | PO BOX 530<br>SUGAR LAND                    | TX 77487 |       |
| BK OF LENAWEE CTY    |            |   |          | 00000 |
| BLACKBEARD CASTLE    |            | CHARLOTTE AMALIE<br>ST THOMAS               | VI 00804 |       |
| BLANCHET             | MAURICE    | PO BOX 5253 MANEME BAHREIN STATE<br>BAHREIN | FA 00000 |       |
| BLOMGREN             | JOSHUA     | A RR 2 BOX 1026<br>PUTNEY                   | VT 05346 |       |
| BLOMGREN             | ROBERTA    | R RR 2 BOX 1026<br>PUTNEY                   | VT 05346 |       |
| BLOMGREN             | ROGER      | D RR 2 BOX 1026<br>PUTNEY                   | VT 05346 |       |
| BLUE HAVEN MOTEL     |            | PO BOX 144<br>THOMPSONVILLE                 | NY 12784 |       |
| BLUMEN               | PETER      | S SUITE 501 39 W 67TH ST<br>NEW YORK        | NY 10023 |       |
| BMK ENTERPRISES      |            | PO BOX 888<br>NEW YORK                      | NY 10001 |       |
| BOB MAGUIRE CHEV INC |            | PO BOX 229<br>BORDENTOWN                    | NJ 08505 |       |
| BOCK                 | DANA       | APT 3 2534 JOHANNA ST<br>CORPUS CHRISTI     | TX 78415 |       |
| BOHER                | MARY ANN   | 7887 N LACHOLLA BLVD                        |          |       |



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|                          |           |                              |      |           |
|--------------------------|-----------|------------------------------|------|-----------|
| BOHLER                   | ROLAND    | TUSCON                       | AZ   | 85741     |
|                          |           | LANG WIESENSIRASSE 11        | 7519 | OBERDERDI |
|                          |           | GERMANY                      | FA   | 00000     |
| BOLIVAR INN              |           | 626 W MARKET STREET          | TN   | 38008     |
|                          |           | BOLIVAR                      |      |           |
| BOOK                     | BREDDA    | J 6247 WOODLAND DR           | TX   | 75225     |
|                          |           | DALLAS                       |      |           |
| BORLICK                  | DAVID     | G APT A 1401 W RIVER TERRACE | AZ   | 85704     |
|                          |           | TUCSON                       |      |           |
| BORYS                    | CYNTHIA   | 1561 HUGO CIR                | MD   | 20906     |
|                          |           | SILVER SPRING                |      |           |
| BOSTICK                  | ALVA      | 32 10 ASTORIA BLVD 3R        | NY   | 11102     |
|                          |           | ASTORIA                      |      |           |
| BOSTICK                  | SAMUEL    | 32 10 ASTORIA BLVD 3R        | NY   | 11102     |
|                          |           | ASTORIA                      |      |           |
| BOSTON WATER & SEWER COM |           |                              |      | 00000     |
| BOULEVARD MOTEL          |           | 3202 SEAWALL BLVD            | TX   | 77550     |
|                          |           | GALVESTON                    |      |           |
| BOYD                     | JOHNATHAN | PO BOX 370 NOVA SCOTIA       | FA   | 00000     |
|                          |           | CANADA                       |      |           |
| BRADLEY                  | BEN       | 708 ELM STREET               | WI   | 53170     |
|                          |           | SILVER LAKE                  |      |           |
| BRADLEY                  | ESTELLE   | 708 ELM STREET               | WI   | 53170     |
|                          |           | SILVER LAKE                  |      |           |
| BRAUER                   | TIMOTHY   | 425 ASH ST                   | WV   | 26501     |
|                          |           | MORGANTOWN                   |      |           |
| BREAKEY                  | MICHAEL   | P 209 WOODSTOCK PL           | MS   | 39180     |
|                          |           | VICKSBURG                    |      |           |
| BREAKEY                  | MICHELLE  | 209 WOODSTOCK PL             |      |           |

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|                           |          |                                       |    |       |
|---------------------------|----------|---------------------------------------|----|-------|
| BRECHER                   | HAL      | VICKSBURG                             | MS | 39180 |
|                           |          | 1200 SHAMES DR                        |    |       |
|                           |          | WESTBURY                              | NY | 11590 |
| BREIDENTHAL & BURK ARCHIT |          | STE 110 200 N BROADWAY ST             | KS | 67202 |
|                           |          | WICHITA                               |    |       |
| BREITENBERG               | HARRY    | PO BOX                                | HI | 96734 |
|                           |          | KAILUA                                |    |       |
| BRIDGES WOOD PRODUCTS     |          | 144A PALMETTO DR                      | GA | 31410 |
|                           |          | SAVANNAH                              |    |       |
| BROOKS                    | A        | J 362 IRONBARK DR                     | TX | 77598 |
|                           |          | WEBSTER                               |    |       |
| BROWN                     | ALAN     | WINDMILL BUNGALOW BRADENSTOKE CHIPPE  |    |       |
|                           |          | WILTS UNITED KINGDOM                  | FA | 00000 |
| BROWN                     | DAVID    | W RT 1 BOX 456                        | TX | 76245 |
|                           |          | GORDONVILLE                           |    |       |
| BROWN                     | LAWRENCE | 581 THIRD ST                          | NY | 11215 |
|                           |          | BROOKLYN                              |    |       |
| BROWN                     | NANCY    | NABESHIMA COMPOUND B 19 20 KAMIYAMA   | FA | 00000 |
|                           |          | TOKYO 150 JAPAN                       |    |       |
| BROWN                     | TIMOTHY  | P NABESHIMA COMPOUND B 19 20 KAMIYAMA | FA | 00000 |
|                           |          | TOKYO 150 JAPAN                       |    |       |
| BROWNUCHINO               | MARILYN  | 5928 JEFFERSON BLVD                   | MD | 21703 |
|                           |          | FREDERICK                             |    |       |
| BUCHMAN                   | ABRAHAM  | 679 OCEAN PKWY                        | NY | 11230 |
|                           |          | BROOKLYN                              |    |       |
| BUCHMAN                   | FELISE   | Y 679 OCEAN PKWY                      | NY | 11230 |
|                           |          | BROOKLYN                              |    |       |
| BUD DAVIS CADILLAC        |          | PO BOX 171286                         | TN | 38117 |
|                           |          | MEMPHIS                               |    |       |
| BUFORD MANOR NURSING HOME |          | 2451 PEACHTREE INDUSTRIAL             |    |       |

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|                           |                                     |    |       |
|---------------------------|-------------------------------------|----|-------|
| BUREAU OF INDIAN AFFAIRS  | BUFORD                              | GA | 30518 |
|                           | PO BOX 158                          |    |       |
|                           | KEAMS CANYON                        | AZ | 86034 |
| BURKE                     | TOMAS                               |    |       |
|                           | MT GABLE HOUSE CLONBUR CO GALWAY    |    |       |
|                           | IRELAND                             | FA | 00000 |
| BUTLER                    | PATRICK                             |    |       |
|                           | J 1128 CITY PARK AVE                | LA | 70119 |
|                           | NEW ORLEANS                         |    |       |
| CALAMEASE                 | BRIAN                               |    |       |
|                           | D USS FT MCHENRY LSD 43 FPO AP      | FA | 00000 |
| CALIFORNIA DEPT OF CORP   |                                     |    |       |
|                           |                                     | CA | 00000 |
| CAMERATA                  | DENISE                              |    |       |
|                           | C 13 SOPHIE CT                      |    |       |
|                           | LAFAYETTE                           | NJ | 07848 |
| CAMERON                   | AGNES                               |    |       |
|                           | PO BOX 14 ST HELIER JERSEY          |    |       |
|                           | CHANNEL ISL ENGLAND                 | FA | 00000 |
| CAMERON                   | IAN                                 |    |       |
|                           | W PO BOX 14 ST HELIER JERSEY        |    |       |
|                           | CHANNEL ISL ENGLAND                 | FA | 00000 |
| CAMP WARNECKE ESTATES     |                                     |    |       |
|                           | 371 W LINCOLN ST                    | TX | 78130 |
|                           | NEW BRAUNFELS                       |    |       |
| CANYONVILLE BIBLE ACADEMY |                                     |    |       |
|                           | 1ST & CANYON ST                     |    |       |
|                           | CANYONVILLE                         | OR | 97417 |
| CAO                       | RUIFANG                             |    |       |
|                           | 4 YONGGING ST ZHONGSHUNG DIS DALIAN |    |       |
|                           | REPUBLIC OF CHINA                   | FA | 00000 |
| CAREW CONSTRUCTION CO     |                                     |    |       |
|                           | 723 E GURLEY ST                     |    |       |
|                           | PRESCOTT                            | AZ | 86301 |
| CARMELO                   | JOSE                                |    |       |
|                           | RUA CONDE DE MONSARAZ 8             |    |       |
|                           | PORTUGAL                            | FA | 00000 |
| CARNICK                   | HARRY                               |    |       |
|                           | 1164 STUYVESSANT                    |    |       |
|                           | BLOOMFIELD HILLS                    | MI | 48301 |
| CARRUTHERS                | ELIZABETH                           |    |       |
|                           | HERNE HILL 7 FAWNBRACE AVE 1        |    |       |

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|---------------|-------------|---|----------|
| CARRUTHERS    | IAIN        |   |          |
|               |             | LONDON ENGLAND  | FA 00000 |
|               |             | HERNE HILL 7 FAWNBRACE AVE 1                            |          |
|               |             | LONDON ENGLAND  | FA 00000 |
| CATTLE PRO    |             |   |          |
|               |             | 1124 KANSAS STREET                                      |          |
|               |             | LARNED  | KS 67550 |
| CECILIO R     |             |   |          |
| HERNANDEZ     |             | PARENTS OF R RODRIQUE LES 306 NICOLAS BRAVO VILLA GONZA |          |
|               |             | TAMPS   | FA 00000 |
| CENTRAL MOTEL |             |   |          |
|               |             | 2750 CENTRAL BLVD                                       |          |
|               |             | BROWNSVILLE   | TX 78520 |
| CEPEDA        | SALOME      |   |          |
|               |             | 3338 PECOS  |          |
|               |             | DENVER  | CO 80211 |
| CEPEDA        | UBALDO      |   |          |
|               |             | 3338 PECOS  |          |
|               |             | DENVER  | CO 80211 |
| CHANG         | JIM         |   |          |
|               |             | 3745 GREEN BRIER BLVD 213B                              |          |
|               |             | ANN ARBOR   | MI 48105 |
| CHANG         | MA LONE     |   |          |
|               |             | TAIWAN PROVINCE OF CHINA                                | FA 00000 |
| CHANG         | SHIUAN WU   |   |          |
|               |             | W APT 181 11311 AUDELIA RD                              |          |
|               |             | DALLAS  | TX 75243 |
| CHANG         | WU HSIU TAO |   |          |
|               |             | H APT 181 11311 AUDELIA RD                              |          |
|               |             | DALLAS  | TX 75243 |
| CHAPMAN       | MARYANN     |   |          |
|               |             | M 1825 BRIDGETOWN PIKE                                  |          |
|               |             | FEASTERVILLE  | PA 19053 |
| CHEN          | CHIOUCHI    |   |          |
|               |             | PO BOX 29 24 TAIPEI TAIWAN                              |          |
|               |             | TAIWAN  | FA 00000 |
| CHENEY        | ROXANNE     |   |          |
|               |             | 203 SEDGEWICK   |          |
|               |             | MILLVALE  | PA 15209 |
| CHENG         | YU CHIH     |   |          |
|               |             | C TAIWAN PROVINCE OF CHINA                              |          |
|               |             |   | FA 00000 |
| CHI           | CHAN        |   |          |
|               |             | J SHUIFONG TAPIEL COUNTY                                |          |

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|                                     |       |  |    |       |
|-------------------------------------|-------|--|----|-------|
| CHODERA                             | MARC  | TAIWAN ROC                                 | FA | 00000 |
|                                     |       | 105 E 37TH AVE<br>NEW YORK                 | NY | 10016 |
| CHURCH OF GOD                       |       | 746 FIRST ST<br>CLEVELAND                  | TN | 37311 |
| CLARION HOTEL AND CASINO            |       | PO BOX 3368<br>SAN JUAN                    | PR | 00904 |
| CLEGG                               | ERMYN | R 28619 N 45TH WAY<br>CAVE CREEK           | AZ | 85331 |
| CLERK OF THE CIVIL D COUNTY OF NAPA |       |  | IL | 00000 |
| CLIFF CONDO GUEST HOUSE             |       | PO BOX 2925<br>AGANA                       | FA | 00000 |
| COCOS ISLAND HOTEL                  |       | PO BOX 8048<br>AGANA                       | FA | 00000 |
| COLLANTES                           | JESUS | SAN PEDRO SULA HONDURAS                    | FA | 00000 |
| COLORADO UNIVERSITY OF              |       |  | CO | 00000 |
| COMAN INC                           |       | 4604 RUSINA RD<br>COLORADO                 | CO | 80907 |
| COMMERCIAL FINANCE ASSOCIATION      |       | SUITE 1815 225 WEST 34TH STREET<br>NEWYORK | NY | 10122 |
| COMMUNITY CORRECTIONAL CE           |       | 245 WHALLEY AVE<br>NEW HAVEN               | CT | 06511 |
| COMMUNITY HOSPICE                   |       | STE 700 1401 17TH STREET<br>DENVER         | CO | 80202 |
| COMMUNITY NURSING HOME              |       | 2025 NORTHWEST LOOP<br>STEPHENVILLE        | TX | 76401 |
| COMPARAN                            | RAMON | 9406 MOUNTAIN QUAIL                        |    |       |

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|--------------------------|-----------|--|----|-------|
| CONGREGATION CHEVRA SHAS |           | AUSTIN   | TX | 78758 |
|                          |           | 58 MAIN ST<br>MONSEY                             | NY | 10952 |
| CONNECTICUT GENERAL      |           | 263 ROUTE 17 K NEWBURGH CLAIM DIVISI<br>NEWBURGH | NY | 12550 |
| CONSIDINE                | CATHERINE | PO BOX 954<br>WHITEFISH                          | MT | 59937 |
| CONSING                  | LUIS      | 1922 CAROLINA ST MALATE MANILA<br>PHILLIPINES    | FA | 00000 |
| CONTRERAS                | IVAN      | A 1400 CLAREWOOD 430<br>SAN MARCOS               | TX | 78666 |
| CONWAY                   | HENRY     |  | IA | 52732 |
| COUNTINHO                | EDNA      | 5462 E GRANDVIEW RD<br>SCOTTSDALE                | AZ | 85254 |
| COUNTY OF FRESNO CALIF   |           | FRESNO   | CA | 00000 |
| COUNTY OF ORANGE         |           |  |    | 00000 |
| COUTINHO                 | ROMILDO   | 5462 E GRANDVIEW RD<br>SCOTTSDALE                | AZ | 85254 |
| CRAMER                   | ISABEL    | APT 908 2895 KALAKAUA AVE<br>HONOLULU            | HI | 96815 |
| CRESTED BUTTE HOTEL      |           | MT CRESTED BUTTE                                 | CO | 81225 |
| CROCKETT                 | L         | V 31 WESTWOOD VILLAGE ST<br>MAGNOLIA             | AR | 71753 |
| CROSBY                   | REGINA    | 19411 COPPERVINE<br>HOUSTON                      | TX | 77084 |
| CUMBERLAND KY CITY       |           |  |    |       |



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|------------------------------|-------------|---|----------|
| CUPP                         | JEFFERY     | L RT 4 BOX 377<br>TAZWELL                           | IL 00000 |
| CURRAN                       | JOHN        | P 718 ARCH ST<br>PHILADELPHIA                       | PA 19106 |
| CZECH                        | ADAM        | 42284 HERBY UL LUBLINIECKA 40<br>CZESTOCHOWA POLAND | FA 00000 |
| CZECH                        | EWA         | 42284 HERBY UL LUBLINIECKA 40<br>CZESTOCHOWA POLAND | FA 00000 |
| CZECH                        | MALGORZATA  | 42284 HERBY UL LUBLINIECKA 40<br>CZESTOCHOWA POLAND | FA 00000 |
| CZECH                        | MARIA       | 42284 HERBY UL LUBLINIECKA 40<br>CZESTOCHOWA POLAND | FA 00000 |
| CZECH                        | TADEUSZ     | 42284 HERBY UL LUBLINIECKA 40<br>CZESTOCHOWA POLAND | FA 00000 |
| D ELTON TRUEBLOOD<br>ACADEMY | ENDOWMENT   | 4126 INGERSOLL AVE<br>DES MOINES                    | IA 50312 |
| DAI ICHI HOTEL               |             | SAIPAN BEACH<br>SAIPAN 96950                        | FA 00000 |
| DALTON                       | KEN         | 22 WOODBRIDGE DR<br>ALLENSTOWN                      | NH 03275 |
| DAMLE                        | CHAITANYA   | C APT 303 1402 N VALLEY PKY<br>LEWISVILLE           | TX 75067 |
| DAMLE                        | CHANDRAKANT | D APT 303 1402 N VALLEY PKY<br>LEWISVILLE           | TX 75067 |
| DANE COUNTY TREASURER        |             |   | 00000    |
| DASCO                        | LEON REYES  | PSC 560 NSGA HANZA APO                              | FA 00000 |
| DASCO                        | TAMMIE      | J PSC 560 NSGA HANZA APO                            | FA 00000 |

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|--------------------------------------|----------|---|----------|
| DAVIS                                | BERTIE   | 1819 EAST 14TH STREET<br>DAVENPORT              | IA 52803 |
| DAVIS                                | BRENDA   | L 25 1 2 PEACE ST<br>TRENTON                    | NJ 08608 |
| DAWKINS                              | WILLIAM  | 924 10TH STREET S W<br>BIRMINGHAM               | AL 35211 |
| DAYS INN RESORT                      |          | 60 S BEACHVIEW DR<br>JEKYLL ISLAND              | GA 31520 |
| DBOUK                                | AHMAD    | M APAPA LAGOS NI                                | FA 00000 |
| DEAGUILAR                            | LUISA    | 1 PISO BOSQUES DE LAS LOMAS MEXICO C<br>MEXICO  | FA 00000 |
| DEAR EMILY BANK CARD RESERVE ACCOUNT |          | 21 STATE<br>CANTON                              | NY 13617 |
| DEFEUILLET                           | MILAGRO  | 11 ALLEE DE MALETRENNE 37400 AMBOISE<br>FRANCE  | FA 00000 |
| DEGONZALEZ                           | JORGE    | COCHABAMBA BOLIVIA<br>SOUTH AMERICA             | FA 00000 |
| DEGONZALEZ                           | MARI     | C MOCTEZUMA 2A SECC CODIGO PO 15500 9<br>MEXICO | FA 00000 |
| DEGONZALEZ                           | MARY     | COCHABAMBA BOLIVIA<br>SOUTH AMERICA             | FA 00000 |
| DEGONZALEZ                           | TERESA   | D MOCTEZUMA 2A SECC CODIGO PO 15500 9<br>MEXICO | FA 00000 |
| DELGADO                              | MARGARET | R 29 10TH AVE WHITEHORSE<br>YUKON YL            | FA 00000 |
| DELGADO                              | RONALD   | J 29 10TH AVE WHITEHORSE<br>YUKON YL            | FA 00000 |
| DELLENBACH CHEVROLET INC             |          | PO BOX 271065                                   |          |

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|-------------------------------|--------------|--|----------|
| DEPT OF FINANCE CITY NY       | FORT COLLINS | CO   | 80527    |
|                               | NYC          | NY   | 00000    |
| DEVELOPMENT BANK OF SINGAPORE |              |  | 00000    |
| DIAZ                          | ZORAIDA      | CALLE COROZOS E 74<br>SAN JUAN                   | PR 00926 |
| DIETRICK                      | IRMTRAUD     | 65 ANDER 5300 WEIMAR                             | FA 00000 |
| DIEZ                          | CHRIS        | MT ENTERPRISE                                    | TX 75681 |
| DIFEO CHEV GEO                |              | 315 CLENNY AVE<br>JERSEY CITY                    | NJ 07304 |
| DILLINGER                     | GLADYS       | G 626 VINE ST<br>MIDDLETOWN                      | PA 17057 |
| DIMAS                         | ELENI        | D PROSYMNI ARGIOUS ARGOLIDA                      | 00000    |
| DIPIPPO                       | PHILIP       | A 67 KENWOOD RD<br>GARDEN CITY                   | NY 11530 |
| DIVITO                        | VIRGINIA     | APT 14N P 2500 JOHNSON AVE<br>BRONX              | NY 10463 |
| DIXON                         | JON          | 3537 POST OAK RD<br>GARLAND                      | TX 75044 |
| DOBBS                         | KEN          | WIGHT OLD PEAK RD 1 GARDEN TER FLAT<br>HONG KONG | FA 00000 |
| DOBREFF                       | CHRIS        | SELO OSTRIRBA 776 RUNSENSKO BULGARIA             | FA 00000 |
| DRAKE UNIVERSITY              |              | DES MOINES                                       | IA 50311 |
| DTC                           |              |  |          |

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|                       |             |  |          |
|-----------------------|-------------|--|----------|
| DUNCAN                | HVON        | S PSC 8 BOX 1039 APO AE<br>NEW YORK        | NY 09109 |
| DUNCAN                | RUDOLPH     | M PSC 8 BOX 1039 APO AE<br>NEW YORK        | NY 09109 |
| DUNCAN                | VALERIE     | APT 3 1911 OLEANDER<br>BATON ROUGE         | LA 70808 |
| DUPATY                | JOSEPH      | PO BOX 390<br>SPRINGFIELD                  | PA 19064 |
| DURBEN                | CHRISTOPHER | PO BOX 15502<br>COLORADO SPCS              | CO 80935 |
| DURO TEST CORPORATION |             | PO BOX 27507<br>NEWARK                     | NJ 07101 |
| DUVALL                | VIRGINIA    | 2732 S TAMARAC<br>LUDINGTON                | MI 49431 |
| DUVALL                | WILLARD     | 2732 S TAMARAC<br>LUDINGTON                | MI 49431 |
| E W PAYNE LIMITED     |             | ALDAGE HIGH ST EC 3N 1AJ<br>LONDON ENGLAND | FA 00000 |
| EAGLEVILLE HOSPITAL   |             | 100 EAGLEVILLE RD<br>EAGLEVILLE            | PA 19403 |
| EASTERN GATEWAY HOTEL |             | PO BOX 106<br>MAJURO 96960                 | FA 00000 |
| ECKEL                 | JOHN        | M 4174 GLENWICK LN<br>DALLAS               | TX 75205 |
| ECONO LODGE           |             | 1860 LINCOLN ST<br>DENVER                  | CO 80295 |
| ECONO LODGE           |             | 800 W AIRPORT FREEWAY<br>IRVING            | TX 75062 |
| EL CHICO RESTAURANTS  |             | PO BOX 1867                                |          |





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|-----------------------------|----------|--|----------|
| FURUKAWA                    | OSAMU    | T248 KAMAKURA SHI SHICHIRIGAHAMA<br>HIGASHI 4 17 JAPAN | FA 00000 |
| FURUKAWA                    | YOSHIKO  | T248 KAMAKURA SHI SHICHIRIGAHAMA<br>HIGASHI 4 17 JAPAN | FA 00000 |
| GABELLA                     | WILLIAM  | 3609 WILBUR PL<br>NASHVILLE                            | TN 37204 |
| GAGNON DEBILLY CANTIN ASSOC |          | STE 500 UPPERTOWN GIRAW CANADA                         | FA 00000 |
| GARDNER                     | FRANK    | PO BOX 1706<br>BATON ROUGE                             | LA 70821 |
| GARDNER                     | FRED     | PO BOX 1706<br>BATON ROUGE                             | LA 70821 |
| GARFUNKEL                   | FRANCES  | 648 WINTHROP RD<br>TEANECK                             | NJ 07666 |
| GARRETT                     | CINDY    | L 4719 E MORNING VISTA<br>CAVE CREEK                   | AZ 85331 |
| GARZA                       | ANGELITA | 1533 HAFFORD<br>DETROIT                                | MI 48209 |
| GASKIN                      | LULA     | 701 FERNHILL<br>HIGHLAND PARK                          | MI 48203 |
| GASTON                      | NOREEN   | 1704 HATCHER<br>DALLAS                                 | TX 75215 |
| GEMBALA                     | KENNETH  | CC 842 PO BOX 167<br>JEDDAH                            | FA 00000 |
| GENERAL TELEPHONE           |          | PO BOX 390<br>SPRINGFIELD                              | PA 19064 |
| GEORGE MATICK CHEV          |          | 14001 TELEGRAPH ROAD<br>REDFORD                        | MI 48239 |
| GERARD                      | CARLOS   | PUERTO VALLARTA JALISCO                                | 48330    |

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|--------------------|----------|---|--------------------------|
| GERARD             | ENGRACIA | MEXICO  | FA 00000                 |
| GIANNASI           | DEAN     | 703 N DUBUQUE<br>IOWA CITY                          | IA 52240                 |
| GILBERT            | ANNA     | PRINCETON UNIVERSITY<br>PRINCETON                   | NJ 08544                 |
| GLEBA              | ELZBIETA | 42284 HERBY UL LUBLINIECKA 40<br>CZESTOCHOWA POLAND | FA 00000                 |
| GLENDENING         | ALICE    | 1800 SE ST LUCIE BLVD<br>MESA                       | AZ 85205                 |
| GLENDENING         | G        | 1800 SE ST LUCIE BLVD<br>MESA                       | AZ 85205                 |
| GODINEZ            | RICHARD  | PO BOX 317<br>KENNETT SQUARE                        | PA 19348                 |
| GODSEY             | G        | 3076 S E DAIL<br>HILLSBORO                          | OR 97123                 |
| GOIO               | BARBARA  | ITALY   | FA 00000                 |
| GOLDEN             | DICK     | PO BOX 307258 ST THOMAS                             | 008037258 VI<br>FA 00000 |
| GOLDMAN SACHS & CO |          | 85 BROAD STREET<br>NEW YORK                         | NY 10004                 |
| GOLIDAY            | ARTHUR   | W PO BOX 1282<br>STARKVILLE                         | MS 39759                 |
| GONZALEZ           | ABE      | G 727 BRUNSWICK<br>SAN ANTONIO                      | TX 78214                 |
| GONZALEZ           | JUAN     | M HHC 283 B5B BOX 123 APO                           | FA 00000                 |
| GONZALEZ           | MARIA    | E HHC 283 B5B BOX 123 APO                           |                          |

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|---------------------------|------------|--|----------|----------|
| GONZALEZ                  | MONSERRATE | VILLA FONTANA VIA ISABEL 4RN 25<br>CAROLINA            | PR 00984 | FA 00000 |
| GONZALEZ                  | SHARON     | S APT B 2904 2ND ARMY DR<br>FORT GEORGE G MEADE        | MD 20755 |          |
| GONZALEZ                  | TIMOTHY    | R APT B 2904 2ND ARMY DR<br>FORT GEORGE G MEADE        | MD 20755 |          |
| GOSTICK HALL PUBLICATIONS |            | WENDENS AMBO SAFRON WALDEN ESSEX CBI<br>UNITED KINGDOM | FA 00000 |          |
| GOULD                     | HOLLYANN   | 1ST 10TH SFG APO<br>091545000                          | FA 00000 |          |
| GRADDICK                  | G          | 2930 WEST 30TH STREET<br>BROOKLYN                      | NY 11224 |          |
| GRAHAM                    | PAULA      | 1833 STERRETT'S GAP AVE<br>CARLISLE                    | PA 17013 |          |
| GRAND HOTEL LES LAPINS    |            | TAXIEX SEA FRONT<br>MALTA 00001 MALTA                  | FA 00000 |          |
| GRANGE ACRES              |            | 6101 MARSH RD<br>HASLETT                               | MI 48840 |          |
| GRAVES                    | LYNN       | APT 443 31 NORTH MAPLE AVE<br>MARLTON                  | NJ 08053 |          |
| GRAY                      | JAMES      | L PO BOX 151369<br>DALLAS                              | TX 75315 |          |
| GRAY                      | MICHAEL    | MDS UNIT 61901 R0032 APO<br>098091901                  | FA 00000 |          |
| GRAY                      | ROBIN      | MDS UNIT 61901 R0032 APO<br>098091901                  | FA 00000 |          |
| GRAYER                    | ARNOLD     | 1756 N PARK AV<br>NEW CASTLE                           | PA 16101 |          |
| GRAYSON                   | WILLIAM    | M 601 LAKE LOOP  |          |          |

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|---------------------------|-----------|--|----------|--|
| GRIGORIOU                 | EUVANTHIA | TMOLOU 22 24 BYRON ATHENS<br>GREECE      | FA 00000 |  |
| GRONWOLLER                | JANE      | 1054 HIDALGO DR<br>LARAMIE               | WY 82072 |  |
| GRONWOLLER                | PAUL      | 1054 HIDALGO DR<br>LARAMIE               | WY 82072 |  |
| GROUP COUNSELING SERVICES |           | PO BOX 3329<br>SILVER SPRING             | MD 20901 |  |
| GRUGINSKI                 |           | RUA PE GERMANO MAYER 1830<br>BRAZIL      | FA 00000 |  |
| GRUGINSKI                 | GLADYS    | RUA PE GERMANO MAYER 1830<br>BRAZIL      | FA 00000 |  |
| GRUGINSKI                 | JOSE      | RUA PE GERMANO MAYER 1830<br>BRAZIL      | FA 00000 |  |
| GRZYBOWSKI                | ALICJA    | 01 318 UL K WYKI 9 29<br>WARSZAWA POLAND | FA 00000 |  |
| GRZYBOWSKI                | MAREK     | 01 318 UL K WYKI 9 29<br>WARSZAWA POLAND | FA 00000 |  |
| GUNN                      | LAWRENCE  | N PSC 2 BOX 6838 APO AE 09012            | FA 00000 |  |
| GUNNISON VALLEY HOSPITAL  |           | 214 E DENVER AVE<br>GUNNISON             | CO 81230 |  |
| GURARY                    | LEAH      | 1249 CARROLL<br>BROOKLYN                 | NY 11213 |  |
| GURELL                    | MYRON     | 482 LINCOLN AVE<br>HIGHLAND PARK         | NJ 08904 |  |
| GUSTAVSSON                | SYLVE     | B FURUVAGEN 1 HALLSBERG 69400<br>SWEDEN  | FA 00000 |  |
| GUSWILER                  | LUCILLE   | 1149 CANTERBURY                          |          |  |

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|-------------------------------|----------|---|----------|
| GUTIERREZ                     | MARIA    | G 508 GALE 17<br>LAREDO                   | TX 78041 |
| H A HANNA ASSOC               |          | 1319 PENNSYLVANIA<br>DES MOINES           | IA 50316 |
| HADDY                         | JOHN     | 14527 MADISON ST<br>BRIGHTON              | CO 80601 |
| HADDY                         | JULIE    | K 14527 MADISON ST<br>BRIGHTON            | CO 80601 |
| HAFADAI BEACH HOTEL           |          | SAIPAN CNMI<br>SAIPAN 96950               | FA 00000 |
| HAI                           | TRAN     | BP 208 13308 MARSEILLE CEDEX 14<br>FRANCE | FA 00000 |
| HAKKO                         | JOHN     | 2317 WILSHIRE<br>HOUSTON                  | TX 77023 |
| HALL                          | ROBERT   | 1409 E BOWIE<br>BELVILLE                  | TX 78102 |
| HAMILTON BANK OF JOHNSON CITY |          | JOHNSON CITY                              | TN 00000 |
| HAMLETT                       | JAMES    | T APT T 1 973 CLOPPER RD<br>GAITHERSBURG  | MD 20878 |
| HAMPTON                       | KELVIN   | USS CONSTELLATION CS 64<br>NEW YORK       | NY 09558 |
| HANKEL                        | REGINA   | APT 3 2734 WOODLAKE RD SW<br>WYOMING      | MI 49509 |
| HANSJOERG                     | SCHEEL   | FEDERAL REPUBLIC OF GERMANY               | FA 00000 |
| HARDJAWANA                    | NURSANTI | JAKARTA 12120 INDONESIA<br>INDONESIA      | FA 00000 |
| HARRIS CHEVROLET INC          |          | PO BOX 45180                              |          |

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|---------------------|-----------|---|----------|
|                     |           | BATON ROUGE                                 | LA 70895 |
|                     |           | HOUSTON                                     | TX 77056 |
| HART                | HOWER     | 830 WASHINGTON AVE SW<br>BIRMINGHAM         | AL 35211 |
| HARVEY              | A         | S HERTZ UK SG86LA                           | FA 00000 |
| HARVEY              | B         | D HERTZ UK SG86LA                           | FA 00000 |
| HARVEY HOTEL        |           | 200 E AMITE ST<br>JACKSON                   | MS 39225 |
| HASEGAWA            | YOSHINARU | 24777 DENSO DR PO BOX 5133<br>SOUTHFIELD    | MI 48086 |
| HASLANGER           | ANN       | P 5 WOODBROOK LN<br>SWARTHMORE              | PA 19081 |
| HASLANGER           | BECKWITH  | 5 WOODBROOK LN<br>SWARTHMORE                | PA 19081 |
| HASLANGER           | CAROLINE  | P 5 WOODBROOK LN<br>SWARTHMORE              | PA 19081 |
| HASSOUNA            | MOHAMED   | 5TH FL GARDEN CITY CAIRO<br>EGYPT           | FA 00000 |
| HAUPTSTEIN          | ERICH     | 8301 WHEATON RD<br>BALDWINVILLE             | NY 13027 |
| HAVENS              | MICHAEL   | APT M4 2610 PHILA PIKE<br>CLAYMONT          | DE 19703 |
| HELDT               | JAN       | P 1180 BRUSSELS RUE ADMOND PIC<br>BELGIUM   | FA 00000 |
| HELP DESK INSTITUTE |           | STE 101 1755 TELSTAR DR<br>COLORADO SPRINGS | CO 80920 |
| HENKEL              | JOHN      | 2696 ELAINE DR                              |          |



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|---------------------------|----------|---|----------|--|
| HENNINGER                 | JOSHUA   | D 12066 ELM WAY<br>DENVER                           | PA 15068 |  |
| HERNANDEZ                 | CECELIO  | ALEZ 306 NICHOLAS BRAVO VILLA GONZ<br>TAMPS         | CO 80241 |  |
| HERRINGTON                | RICHARD  | D 5690 E FAIR AVE<br>ENGLEWOOD                      | CO 80111 |  |
| HERVEY                    | B        | S 870 WOOD CADE COVE<br>CORDOVA                     | TN 38018 |  |
| HERVEY                    | WILLIAM  | H 870 WOOD CADE COVE<br>CORDOVA                     | TN 38018 |  |
| HEWITSON                  | KETHRYN  | 60 A EUCLID AVE LONDON ON D6C 1C1<br>CANADA         | PA 00000 |  |
| HG MAYBECK CO INC         |          | 179 30 93RD AVENUE<br>JAMAICA                       | NY 11433 |  |
| HIBBERT                   | ALBERT   | W 388 MEADOWBROOK ROAD<br>NORTH WHALES              | PA 19454 |  |
| HIBBERT                   | SALLY    | F 388 MEADOWBROOK ROAD<br>NORTH WHALES              | PA 19454 |  |
| HIDALGO                   | FRANKLIN | 1299 MAKATI METRO MANILA PHILIPPINES<br>PHILIPPINES | PA 00000 |  |
| HIDALGO                   | LIBERTY  | 1299 MAKATI METRO MANILA PHILIPPINES<br>PHILIPPINES | PA 00000 |  |
| HILO LAGOON HOTEL         |          | HILO  | HI 96720 |  |
| HILTON INN                |          | SHANTY CREEK ROAD<br>BELLAIRE                       | MI 49615 |  |
| HILTON INTERNATIONAL MALT |          | ST JULIANS<br>MALTA 00001 MALTA                     | FA 00000 |  |
| HITOSHI                   | TSUNETA  | SAPPORO   |          |  |

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NOTICE OF NAMES OF PERSON APPEARING TO BE OWNERS OF UNCLAIMED PROPERTY WHOSE  
LAST KNOWN ADDRESSES ARE IN CERTAIN STATES

|                           |          |   |               |  |
|---------------------------|----------|---|---------------|--|
| HITZKE                    | LEE      | A TRUJILLO ALTO PUERTO RICO               | FA 00000      |  |
| HODAL                     | DOLORES  | E 4702 E CALLE TUBERIA<br>PHOENIX         | AZ 85018      |  |
| HODALLEONETTI             | MARY     | E 4702 E CALLE TUBERIA<br>PHOENIX         | AZ 85018      |  |
| HOLIDAY ISLE HOTEL        |          | 3161 ALA ILIMA ST 231<br>HONOLULU         | HI 96815      |  |
| HOLLYLAKE RANCH           |          | PO BOX 711<br>HAWKINS                     | TX 75765      |  |
| HORNED DORSET PRIMAVERA   |          | PO BOX1132<br>RINCON                      | PR 00677      |  |
| HOSKINS                   | GARY     | 155 KIMBER DR<br>PHOENIXVILLE             | PA 19460      |  |
| HOSKINS                   | JESSICA  | B 155 KIMBER DR<br>PHOENIXVILLE           | PA 19460      |  |
| HOSKINS                   | MARYBETH | W 155 KIMBER DR<br>PHOENIXVILLE           | PA 19460      |  |
| HOSPITALITY GROUP OF PLYM |          | CENTRAL OFFICE 2ND FLR<br>PLYMOUTH MEETIN | PA 19462      |  |
| HOTELERA DEL LITORAL      |          | PO BOX 4642 GUAYAQUIL                     | 00001 ECUADOR |  |
| HOTELES BALDERRAMA SA CV  |          | 181200 MEXICO 00001 MEXICO                | FA 00000      |  |
| HOUREN                    | JEROME   | P PO BOX 38530<br>HOUSTON                 | TX 77088      |  |
| HOUREN                    | LINDA    | O PO BOX 38530<br>HOUSTON                 | TX 77088      |  |
| HOUSHOLDER                | SHARON   | PO BOX 831575                             |               |  |

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|                         |                                      |    |       |
|-------------------------|--------------------------------------|----|-------|
| HOWARD UNIVERSITY       | DALLAS                               | TX | 75283 |
| HOWE                    | WASHINGTON                           | DC | 20059 |
|                         | 40 GROVE ST                          |    |       |
|                         | DELEVAN                              | NY | 00000 |
| HSU                     | TAU                                  |    |       |
|                         | 25 ZHONGSHAN E 2 RD RM 402 GUANGFU C |    |       |
|                         | SHANGHAI 0 CHINA                     | FA | 00000 |
| HUDSON                  | CHRISTOPHER                          |    |       |
|                         | PO BOX 1056                          |    |       |
|                         | WESTCLIFFE                           | CO | 81252 |
| HUFF                    | DAVID                                |    |       |
|                         | O 123 ALDER LN                       |    |       |
|                         | BOULDER                              | CO | 80304 |
| HUGHES                  | OSCAR                                |    |       |
|                         | 4411 CHESTNUT RIDGE                  |    |       |
|                         | AMHERST                              | NY | 14228 |
| HUI                     | SZEKIT                               |    |       |
|                         | APT 2 113 COOK ST                    |    |       |
|                         | ITHACA                               | NY | 14850 |
| HUI                     | YU                                   |    |       |
|                         | L APT 2 113 COOK ST                  |    |       |
|                         | ITHACA                               | NY | 14850 |
| IGA                     | TOMOYOSHI                            |    |       |
|                         | 759 8 TAKIYAMA TOTTORI JAPAN 680     |    |       |
|                         | JAPAN                                | FA | 00000 |
| IN SIGHT INVESTIGATIONS | SUITE 106 350 WARD AVENUE            |    |       |
|                         | HONOLULU                             | HI | 96814 |
| INDUSTRIAL MEDICAL ASSN | 961 CANAL STREET                     |    |       |
|                         | SYRACUSE                             | NY | 00000 |
| INGRAM                  | CHAS                                 |    |       |
|                         | E PO BOX 102                         |    |       |
|                         | PLAINVIEW                            | AR | 72857 |
| INGRAM                  | DALE                                 |    |       |
|                         | PO BOX 1851                          |    |       |
|                         | SILBEE                               | TX | 00000 |
| INN OF THE WEST         | BOX 428                              |    |       |
|                         | VAN HORN                             | TX | 79855 |
| INNER SIGHT             | 944 MANDE RD                         |    |       |

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|                                 |                                      |    |       |
|---------------------------------|--------------------------------------|----|-------|
| INTERLAKEN RESORT & COUNTRY SPA | STATON ISLAND                        | NY | 00000 |
| INVEST CONSULT A S              | PRAGUE 00001 CZECHOSLOVAKIA          |    |       |
|                                 |                                      | FA | 00000 |
| ISAKOW                          | SELWYN                               |    |       |
|                                 | SU 130 2000 N WOODWARD               |    |       |
|                                 | BLOOMFIELD HILLS                     | MI | 48013 |
| ISONOKAMI                       | MASAAKI                              |    |       |
|                                 | 142 602 FUSHIOCHO KEDA CITY OSAKA JA |    |       |
|                                 |                                      | FA | 00000 |
| J B HUNT                        | 2901 OLD JACKSONVILLE HWY            |    |       |
|                                 | N LITTLE ROCK                        | AR | 72117 |
| J D MANAGEMENT                  | APT 102 1806 METZEROTT RD            |    |       |
|                                 | ADELPHI                              | MD | 20783 |
| J D MANAGEMENT CO               | APT 102 1806 METZEROTT RD            |    |       |
|                                 | ADLPHI                               | MD | 20783 |
| JACKSON                         | JEVON                                |    |       |
|                                 | USS KALAMZOO AOR 8 FPO               |    |       |
|                                 |                                      | FA | 00000 |
| JARBOI                          | JAMES                                |    |       |
|                                 | N 5015 GOODNOW RD                    |    |       |
|                                 | BALTIMORE                            | MD | 21206 |
| JASEK                           | BRANDON                              |    |       |
|                                 | M APT 3 2734 WOODLAKE RD SW          |    |       |
|                                 | WYOMING                              | MI | 49509 |
| JEFFERSON                       | CELESTA                              |    |       |
|                                 | 306 CHGO CIVIC CTR                   |    |       |
|                                 | CHICAGO                              | KS | 66062 |
| JENSEN                          | RICHARD                              |    |       |
|                                 | 1970 CRAIGHMONT                      |    |       |
|                                 | CLARKSVILL                           | TN | 37043 |
| JOHNSON                         | GEORGE                               |    |       |
|                                 | G 5268 KIMBARK WOODS DR              |    |       |
|                                 | MEMPHIS                              | TN | 38134 |
| JOHNSON                         | JAMIE                                |    |       |
|                                 | 26 HUNT ST                           |    |       |
|                                 | ROWAYTON                             | CT | 06853 |
| JOHNSON                         | KINNEY                               |    |       |
|                                 | 2084 S MILWAUKEE ST                  |    |       |

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|----------------------------------|----------|---------------------------------|----------|
| JOHNSON                          | LARRY    | DENVER                          | CO 80210 |
|                                  |          | D APT 403 1765 THOUSAND OAKS DR |          |
|                                  |          | SAN ANTONIO                     | TX 78232 |
| JOHNSON                          | MARY     | 26 HUNT ST                      |          |
|                                  |          | ROWAYTON                        | CT 06853 |
| JOHNSON                          | MARYLEE  | 112 CANN RD                     |          |
|                                  |          | CENTER BARNSTEAD                | NH 03225 |
| JOHNSON                          | PATRICIA | M 5500 N BRAESWOOD 293          |          |
|                                  |          | HOUSTON                         | TX 77096 |
| JOHNSON                          | THOMAS   | G 5268 KIMBARK WOODS DR         |          |
|                                  |          | MEMPHIS                         | TN 38134 |
| JOHNSON BOYS CHEV OLDS           |          | SPRINGVILLE                     | NY 14141 |
| JOHNSON HIGGINS WILLIS FABER LTD |          | A MONTREAL H421E CANADA         | FA 00000 |
| JOHNSTON                         | KAREN    | 943 FOREST DR                   |          |
|                                  |          | HAGERSTOWN                      | MD 21742 |
| JONES                            | DEXTER   | C USS FREDERICK LST 1184 FPO AP |          |
|                                  |          |                                 | FA 00000 |
| JONES                            | N        | W 303 VERDIER                   |          |
|                                  |          | WALTERBORO                      | SC 29488 |
| JONES                            | THOMAS   | 34 ALEXANDRA CT ESPLANADE       |          |
|                                  |          | UNITED KINGDOM                  | FA 00000 |
| JOSEPHSON                        | RUTH     | S 1302 AVE F                    |          |
|                                  |          | MOODY                           | TX 76557 |
| JOSEPHSON                        | STANLEY  | A 1302 AVE F                    |          |
|                                  |          | MOODY                           | TX 76557 |
| JOSEPHSONBARNETT                 | VICKI    | 1302 AVE F                      |          |
|                                  |          | MOODY                           | TX 76557 |
| JURGANA                          | JEFFREY  | H 9402 PIERCE ST                |          |

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|--|---------------------------|--------------------------------------|----------|
|  | KA JAX MOTEL              | WESTMINSTER                          | CO 80021 |
|  |                           | 840 ROUTE 9W                         |          |
|  |                           | MARLBORO                             | NY 12542 |
|  | KALAMAZOO VALLEY PLANT GR | 1144 RIVER ST                        |          |
|  |                           | KALAMAZOO                            | MI 49001 |
|  | KALLA                     | IRENE                                |          |
|  |                           | 69 LAKE RD RR 1 BOX 144              |          |
|  |                           | WALKILL                              | NY 12589 |
|  | KANE                      | JENNIFER                             |          |
|  |                           | M 13 RUE TITON                       |          |
|  |                           | PARIS FRANCE                         | FA 00000 |
|  | KANE                      | STEVEN                               |          |
|  |                           | R 13 RUE TITON                       |          |
|  |                           | PARIS FRANCE                         | FA 00000 |
|  | KANER                     | DAVID                                |          |
|  |                           | 21 MERCER ST LONDON WC2H 9QR ENGLAND |          |
|  |                           | UNITED KINGDOM                       | FA 00000 |
|  | KARAHALIOU                | MARIA                                |          |
|  |                           | 15 PAPACHRISTOU ST PAPABOU ATHENS GR |          |
|  |                           |                                      | FA 00000 |
|  | KARIM                     | MONWARA                              |          |
|  |                           | 2524 HICKORY RIDGE DR                |          |
|  |                           | PLANO                                | TX 75093 |
|  | KARVUTZI                  | EFROSINI                             |          |
|  |                           | PERIANDROU 27 KATO KORINTHIAS ATHENS |          |
|  |                           |                                      | FA 00000 |
|  | KARVUTZI                  | VLASIOS                              |          |
|  |                           | PERIANDROU 27 KATO KORINTHIAS ATHENS |          |
|  |                           |                                      | FA 00000 |
|  | KATO                      | MASAKO                               |          |
|  |                           | OKURADANI SHIMIZU ROOM 307 643 1     |          |
|  |                           | AKASHI HYOGO JAPAN                   | FA 00000 |
|  | KATSURA                   | YOSHIHISA                            |          |
|  |                           | HAPPY CITY 801 ITABASHI KU TOKYO 17  |          |
|  |                           | JAPAN                                | FA 00000 |
|  | KELLY TEMPORARY SERVICE   |                                      |          |
|  |                           | PO BOX 7777 C9995                    |          |
|  |                           | PHILDELPHIA                          | PA 19175 |
|  | KEMPA                     | MARILYN                              |          |
|  |                           | 861 FRANKLIN ST                      |          |
|  |                           | HANCOCK                              | MI 49930 |
|  | KEMPA                     | MAUREEN                              |          |
|  |                           | 861 FRANKLIN ST                      |          |



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|             |             |   |          |
|-------------|-------------|---|----------|
| KEMPER      | KENNETH     | 45 E 89TH ST<br>NEW YORK                | MI 49930 |
| KERR        | CHRISTOPHER | 7800 DE BARR RD SP587<br>ANCHORAGE      | AK 99504 |
| KHAN        | M           | 6 HOUSE 785 ISLAMABAD 44790<br>PAKISTAN | FA 00000 |
| KIM         | DUK         | PO BOX 2242<br>COLUMBIA                 | MD 21045 |
| KIM         | DUKJOO      | 6 33 5 NAGAO TAMA KU<br>KAWASAKI JAPAN  | FA 00000 |
| KIM         | KAPSSOON    | 6 33 5 NAGAO TAMA KU<br>KAWASAKI JAPAN  | FA 00000 |
| KIM         | UH          | PO BOX 2242<br>COLUMBIA                 | MD 21045 |
| KING        | LAMBERT     | 199 W HOUSTON ST<br>NEW YORK            | NY 10014 |
| KING        | SHARON      | 199 W HOUSTON ST<br>NEW YORK            | NY 10014 |
| KIRBY       | ALLISON     | E 509 W AIRE DR<br>WEST BURLINGTON      | IA 52655 |
| KIRBY       | CHARLES     | 509 W AIRE DR<br>WEST BURLINGTON        | IA 52655 |
| KIRKPATRICK | JOHN        | 9 HIGHLAND DR<br>E GREENBUSH            | NY 12061 |
| KLANCNIK    | JAMES       | M 4174 GLENWICK LN<br>DALLAS            | TX 75205 |
| KLANCNIK    | WILLIAM     | D 4174 GLENWICK LN<br>DALLAS            | TX 75205 |
| KLEIN       | CARL        | APT 201 8216 S POPLAR WAY               |          |

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|-------------------------------------|-----------|---|----------|
| KLEIN                               | LAUREL    | APT 201 8216 S POPLAR WAY<br>ENGLEWOOD              | CO 80112 |
| KLINGLER                            | KELLY     | M 220 FARLEIGH CT<br>LANGHORNE                      | PA 19047 |
| KNIESEL                             | HORST     | BEUCKISER STIFT STEPHANIE STR 68<br>GERMANY         | FA 00000 |
| KNIGHTS INN                         |           | 2151 LINCOLN HWY E<br>LANCASTER                     | PA 17602 |
| KNIGHTS OF COLUMBUS CHRIST THE KING |           | 3150 MORNING SUN CT<br>ERIE                         | PA 16506 |
| KOBASHI                             | HARUMICHI | 1 17 EIRAKU CHO<br>KIRYU JAPAN                      | FA 00000 |
| KORT                                | ANIS      | I 4 ASHFORD ASHBURY NSW 2193 AUSTRALIA<br>FA 00000  |          |
| KORT                                | BASIM     | A 4 ASHFORD ASHBURY NSW 2193 AUSTRALIA<br>FA 00000  |          |
| KOTTETWITZ                          | BLANDINA  | 44 BEAVER DAM RD<br>COLTS NECK                      | NJ 07722 |
| KOWALSKI                            | KAZIMIERZ | 19 300 ELK WOJ UL 22 LIPCA 7 16<br>SUWALSKIE POLAND | FA 00000 |
| KOZASA                              | YOSHIRO   | OTA KU TKYO 144 3 5 3 HIGASHI 705<br>99999 JAPAN    | FA 00000 |
| KREYME                              | ANNEMARIE | GERMANY   | FA 00000 |
| KUNZ                                | HANSJOERG | 3700 SPIEZ SWITZERLAND                              | FA 00000 |
| KUO                                 | HSI       | TAICHUNG TAIWAN ROC P R C<br>CHINA                  | FA 00000 |
| KUZNIK                              | MILENA    | SOUTH ASCOT GREAT BRITAIN                           |          |

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|           |          |  |          |
|-----------|----------|--|----------|
| LAI       | HSIU MEI | M TAIWAN PROVINCE OF CHINA                       | FA 00000 |
| LAKHDHIR  | DAVID    | 5 16 22 A DAIZAWA SETAGAYAUKU<br>TOKYO JAPAN     | FA 00000 |
| LAKHDHIR  | LINDA    | 5 16 22 A DAIZAWA SETAGAYAUKU<br>TOKYO JAPAN     | FA 00000 |
| LAMB      | DAVID    | KOBE HIGASHINADA KU JAPAN                        | FA 00000 |
| LAMBA     | GEETIKA  | 1 SORRENTO MOUNT PLEASANT ROAD<br>MOUNT PLEASANT | FA 00000 |
| LANG      | SHUDE    | DESIGN INST QIXIANG TAI RD<br>TIANJIN CHINA      | FA 00000 |
| LANGE     | NIXON    | R PO BOX 3415<br>JAKARTA INDONES                 | FA 00000 |
| LANGE     | THERESA  | K PO BOX 3415<br>JAKARTA INDONES                 | FA 00000 |
| LANGSJOEN | BRITTA   | APT 6 41 BENNETT AVE<br>NEW YORK                 | NY 10033 |
| LANGSJOEN | ROSEMARY | S APT 6 41 BENNETT AVE<br>NEW YORK               | NY 10033 |
| LAS DUNAS |          | URUGUAY 00001 URUGUAY                            | FA 00000 |
| LASKEY    | BRIAN    | C APT 810 23 S PAULINE ST<br>MEMPHIS             | TN 38104 |
| LATTNER   | JOHN     | 805 NEBRASKA<br>SIOUX CITY                       | IA 51101 |
| LEACH     | STEVEN   | YANG DE DA DAO SEC 2 LANE 2 49<br>TAIWAN         | FA 00000 |
| LEAP      |          | PO BOX 2229                                      |          |

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|---------------------------|----------|---|----------|----------|
| LEE                       | BARKER   | B 485 02 1995 IN VIEW LN APT 3 M DIV F        | AUGUSTA  | ME 04338 |
| LEE                       | MAE      | 860 RICHARDS DR<br>ANTIOCH                    | TN 37013 |          |
| LENZ                      | FATHER   | 1887 M 28 E<br>MARQUETTE                      | MI 49855 |          |
| LESAAR                    | PATRICIA | 1406 BUTTERFIELD<br>PRESCOTT                  | AZ 86303 |          |
| LIBERTY MOTEL             |          | 2621 S LAKE DR<br>TEXARKANA                   | TX 75501 |          |
| LIN                       | HSING    | 426 TZO YING AVE KOOHSIUNG TAIWAN 81<br>CHINA | FA 00000 |          |
| LIPTON                    | JEFFREY  | ST PETERS VILLAGE<br>ST PETERS                | PA 19470 |          |
| LITTLE SISTERS OF THE POO |          | PO BOX 610<br>ALLEN PARK                      | MI 48101 |          |
| LODGING AND MOTEL PRODUCT |          | 8858 EATONWICK FAIRWAY<br>CORDOVA             | TN 38018 |          |
| LOPEZ                     | JORGE    | R PO BOX 1244<br>GUAYAMA 785 PR               | FA 00000 |          |
| LOPEZ                     | LEROY    | Y 1540 JACKSON AVE<br>LOVELAND                | CO 80538 |          |
| LOPEZ                     | LYDIA    | R PO BOX 1244<br>GUAYAMA 785 PR               | FA 00000 |          |
| LOUISIANA STATE UNIVERSIT |          | 146 PLEASANT HALL<br>BATON ROUGE              | LA 70803 |          |
| LOYOLA RETREAT HOUSE      |          | 3220 SE 43RD AVE<br>PORTLAND                  | OR 97206 |          |
| LUCKETT                   | JUANITA  | 8912 MAPLE AVE                                |          |          |

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|---------------|----------|------------------------------|----|------------|
| LUTZ          | JOHN     | BOWIE                        | MD | 20720      |
|               |          | A PO BOX 230311              | AK | 99523      |
|               |          | ANCHORAGE                    |    |            |
| LUTZ          | MARY     | C PO BOX 230311              | AK | 99523      |
|               |          | ANCHORAGE                    |    |            |
| MCGILLIVRAY   | BART     | 3737 BROADWAY ST             | CO | 80304      |
|               |          | BOULDER                      |    |            |
| MACK          | MARIA    | E PSC 476 BOX 690 FPO AP     | FA | 96322 0008 |
|               |          | FPO AP                       |    |            |
| MACK          | STEVE    | PSC 476 BOX 690 FPO AP       | FA | 96322 0008 |
|               |          | FPO AP                       |    |            |
| MACKRETH      | CAROLYN  | APT 2 664 WARREN             | NY | 11217      |
|               |          | BROOKLYN                     |    |            |
| MACKRETH      | VICTORIA | D APT 2 664 WARREN           | NY | 11217      |
|               |          | BROOKLYN                     |    |            |
| MAFOLIE HOTEL |          | CHARLOTTE AMALI              | VI | 00804      |
| MAGGIO        | CLAUDIO  | VIA GENOVA 13 VERONA         | FA | 37036      |
|               |          | ITALY                        |    |            |
| MAKORTOFF     | ROBERT   | P CANADA L6V 3C8             | FA | 00000      |
| MALICK BA     |          | 238 E 68TH STREET            | NY | 10021      |
|               |          | NEW YORK                     |    |            |
| MALONE        | VANIECE  | 611 N ADAMS ST               | MS | 38852      |
|               |          | IUKA                         |    |            |
| MANDAC        | FRED     | 15643 E GRASSLAND DRIVE      | AZ | 85268      |
|               |          | FOUNTAIN HILL                |    |            |
| MANOS         |          | LYCOURGOU 88 KALITHEA ATHENS | FA | 00000      |
|               |          | GREECE                       |    |            |
| MANOS         | AL       | LYCOURGOU 88 KALITHEA ATHENS |    |            |

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|-------------------------------|------------|--------------------------------------|----|-------|
| MANOS                         | EUGENIA    | GRECE                                | FA | 00000 |
|                               |            | LYCOURGOU 88 KALITHEA ATHENS         |    |       |
|                               |            | GRECE                                |    |       |
| MANOS                         | GUST       | LYCOURGOU 88 KALITHEA ATHENS         | FA | 00000 |
|                               |            | GRECE                                |    |       |
| MANSOUR                       | ABDELKADER | UNIVERSITAT BASEL KLINGELBERGSTRASSE | FA | 00000 |
|                               |            | BASEL SWITZERLAND                    |    |       |
| MANTZOROS                     | SPIROS     | AGIAS PARASKEVIS PATRAS 26331        | FA | 00000 |
|                               |            | GRECE                                |    |       |
| MARCHESE                      | MAURIZIO   | ITALY                                | FA | 00000 |
| MAREK                         | GERARD     | 54 PEASE RD                          | CT | 06525 |
|                               |            | WOODBIDGE                            |    |       |
| MAREK                         | PATTY      | S 54 PEASE RD                        | CT | 06525 |
|                               |            | WOODBIDGE                            |    |       |
| MARETH                        | THOMAS     | 423 FARM RD 1090                     | MO | 65708 |
|                               |            | MONETT                               |    |       |
| MARQUETTE BANK MINNEAPOLIS NA |            | CHICAGO                              | IL | 60604 |
| MARQUEZ                       | HENRY      | USMAC SCHWEINFURT APO                | FA | 00000 |
| MARQUEZ                       | MARIA      | USMAC SCHWEINFURT APO                | FA | 00000 |
| MARTIN                        | ANTHONY    | CALLE COROZOS E 74                   | PR | 00926 |
|                               |            | SAN JUAN                             |    |       |
| MARTIN                        | ANTHONY    | 20 AVE ALSACE LORRAINE               | FA | 00000 |
|                               |            | FRANCE                               |    |       |
| MARTINEZ                      | JORGE      | 8923 NATIONAL                        | TX | 78504 |
|                               |            | MCALLEN                              |    |       |
| MARTINEZ                      | LAURA      | J 8923 NATIONAL                      |    |       |



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|----------------------------|--------------------------------------|----|--------------------------------------|----|-------|
| MARYLAND HOSPITALITY INC   | MCALLEN                              | TX | 78504                                |    |       |
|                            | 8601 BALTIMOR AVENUE<br>COLLEGE PARK | MD | 20740                                |    |       |
| MASON                      | KEITH                                | J  | 5660 NORGATE DR<br>NEW ORLEANS       | LA | 70127 |
| MAUER                      | IRION                                | B  | 13823 WHEATBRIDGE DR<br>HOUSTON      | TX | 77041 |
| MAX WAY STRUCTURAL CLEANSE |                                      |    | PO BOX 561<br>PINEVILLE              | WV | 24874 |
| MAY                        | ALAN                                 |    | 8 WOODLAND WAY CATHERHAM SURREY UK C | FA | 00000 |
| MAY                        | GARY                                 | D  | 13695 FISHBACK RD<br>MONMOUTH        | OR | 97361 |
| MAY                        | JANET                                |    | 8 WOODLAND WAY CATHERHAM SURREY UK C | FA | 00000 |
| MAY                        | LAURA                                | C  | 13695 FISHBACK RD<br>MONMOUTH        | OR | 97361 |
| MAY                        | MARY                                 | C  | 13695 FISHBACK RD<br>MONMOUTH        | OR | 97361 |
| MCALLEN COUNTRY CLUB       |                                      |    | PO BOX 998<br>MCALLEN                | TX | 78503 |
| MCALLISTER                 | JOHN                                 |    | 805 NEBRASKA<br>SIOUX CITY           | IA | 51101 |
| MCCLELLAND                 | LAURENCE                             | A  | 1347 CALVERT RD<br>CHESTER           | MD | 21619 |
| MCCULLOUGH                 | OLIVEBELLE                           |    | PO BOX 40845<br>PORTLAND             | OR | 97240 |
| MCDONALD PONT CAD GMC      |                                      |    | 5155 STATE ROAD<br>SAGINAW           | MI | 48603 |
| MCFEATERS                  | ALLEN                                |    | 5460 ROWLEY RD 1304                  |    |       |

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|                         |           |   |   |    |       |
|-------------------------|-----------|---|---|----|-------|
| MCQUIRE                 | PEGGY     | E | 94 STONEHENGE DR<br>JACKSON                         | TN | 38305 |
| MCLEAN                  | MARY      |   | 410 MARQUIS<br>SAN ANTONIO                          | TX | 78216 |
| MCROBERTS               | JOHN      | P | HASI UNIT 64913 APO                                 | FA | 00000 |
| MEDICAL CENTER HOSPITAL |           |   | 504 MEDICAL CENTER BLVD<br>CONROE                   | TX | 77304 |
| MEDVED CHEVROLET INC    |           |   | 11001W I 70 FRONTAGE<br>WHEAT RIDGE                 | CO | 80033 |
| MEIER                   | ALAN      | A | 46 322 KAMEHAMEHA HWY<br>KANEHOE                    | HI | 96744 |
| MEIER                   | JANET     |   | 46 322 KAMEHAMEHA HWY<br>KANEHOE                    | HI | 96744 |
| MELEL                   | GEORGE    | T | REPUBLIC OF INDIA                                   | FA | 00000 |
| MENAGE                  | ANNIE     |   | RUE CHARLES NICAISE NO 1 7100<br>LA LOUVIER BELGIUM | FA | 00000 |
| MENDOZA                 | MARGARITO |   | RT 5 BOX 31AG<br>DONNA                              | TX | 78537 |
| MENENDEZ                | SONIA     |   | PO BOX<br>CAYEY                                     | PR | 00737 |
| MERRION                 | JOHN      | K | 4345 XAVIER STREET<br>DENVER                        | CO | 80212 |
| METRON OF BLOOMINGDALE  |           |   | 42235 COUNTRY ROAD 390<br>BLOOMINGDALE              | MI | 49026 |
| METROPOLITAN LIFE       |           |   | INDUSTRIAL PARK<br>ONEIDA                           | NY | 13424 |
| MICHEL                  | DIETER    | B | APT 1 1539 W 77TH PL                                |    |       |

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|--------------------------|----------|-------------------------------------|----|-------|
| MICHEL                   | MARGARET | TEMPE                               | AZ | 85282 |
|                          |          | D APT 1 1539 W 77TH PL              | AZ | 85282 |
|                          |          | TEMPE                               |    |       |
| MICROBANK SOFTWARE INC   |          | 80 BROAD STREET                     | NY | 10004 |
|                          |          | NEWYORK                             |    |       |
| MID STATE FEDERAL CREDIT |          | PO BOX 32                           | NJ | 07008 |
|                          |          | CANTCOFT                            |    |       |
| MIDAMERICA ENERGY        |          | PO BOX 657                          | IA | 50303 |
|                          |          | DES MOINES                          |    |       |
| MIDAMERICA FEDERAL SAV   |          | 7 SHAUN CIRCLE                      | IA | 51566 |
|                          |          | RED OAK                             |    |       |
| MIDKIFF                  | LYNDA    | J 415 S DENSMORE                    | MI | 49442 |
|                          |          | MUSKEGON                            |    |       |
| MILA                     | JOSE     | 680 S DAHLIA ST S103                | CO | 80222 |
|                          |          | GLENDALE                            |    |       |
| MILA                     | LOURDES  | 680 S DAHLIA ST S103                | CO | 80222 |
|                          |          | GLENDALE                            |    |       |
| MILLER                   | JOSEPH   | A USS HARLAN COUNTY LST 1196 FPO AE | FA | 00000 |
|                          |          | 09573                               |    |       |
| MILLER                   | LORI     | A 762 SILVER SPRING AVE             | MD | 20910 |
|                          |          | SILVER SPRING                       |    |       |
| MILLIGAN                 | BARBARA  | A 34059 COTSWOLD                    | MI | 48335 |
|                          |          | FARMINGTON HILLS                    |    |       |
| MILLIGAN                 | THOMAS   | E 34059 COTSWOLD                    | MI | 48335 |
|                          |          | FARMINGTON HILLS                    |    |       |
| MILWAUKEE COUNTY SHERIFF |          |                                     |    | 00000 |
| MINNICK                  | DANNY    | 10442 S LIONS PATH                  | CO | 80124 |
|                          |          | LITTLETON                           |    |       |
| MINNICK                  | ERNEST   | 10442 S LIONS PATH                  |    |       |

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|------------------------------------|-----------|--------------------------------------|----|-------|
| MINONO                             | KATSUhide | LITTLETON                            | CO | 80124 |
|                                    |           | YOKOSUKA SHI 237 1 201 1 FUNAKOSHI C | FA | 00000 |
|                                    |           | JAPAN                                |    |       |
| MINTZ                              | VICTOR    | 850 3RD AVE                          | NY | 10022 |
|                                    |           | NEW YORK                             |    |       |
| MISIONES 1537 ESQUINA 701          |           | URUGUAY 00001 URUGUAY                | FA | 00000 |
| MISSOURI DEPARTMENT OF REVENUE     |           |                                      | MO | 00000 |
| MITCHELL                           | JACQUELIN | M RT 2 BOX 185                       | SC | 29945 |
|                                    |           | YEMASSEE                             |    |       |
| MITSUSHIO                          | HISAFUMI  | AIRA CHOU AIRA GUN KAGOSHIMA 899     | FA | 00000 |
|                                    |           | JAPAN                                |    |       |
| MIYAZAKI                           | SUSUMU    | 2 39 4 SAKURAGAKA FUJISHIRO 300      | FA | 00000 |
|                                    |           | IBARAKI JAPAN                        |    |       |
| MODESTI                            | SILVIO    | PADRICIANO 99 IT                     | FA | 00000 |
| MOHAMED ALKADDOUR METALICEQUIPMENT |           | NAJDA ST BOX 548 ABU DHABI           | FA | 00000 |
|                                    |           | UNITED ARIB EMR                      |    |       |
| MOLTON                             | RICHARD   | C 7805 W MARIPOSA                    | AZ | 85033 |
|                                    |           | PHOENIX                              |    |       |
| MONTGOMERY CTY MEMORIAL            |           | 1201 HIGHLAND AVE                    | IA | 51566 |
|                                    |           | RED OAK                              |    |       |
| MOORE                              | WENDELL   | R 7 SHAUN CIRCLE                     | IA | 51566 |
|                                    |           | RED OAK                              |    |       |
| MOORE BUSINESS FORMS INC           |           | 275 NORTH FIELD DRIVE TORONTO M5X 1G | FA | 00000 |
| MORENO                             | JOSE      | S 13993 10 MILE RD                   | MI | 48838 |
|                                    |           | GREENVILLE                           |    |       |
| MORKEN                             | LAURIE    | PO BOX 3354                          |    |       |

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|-----------------------------------|-----------|-------------------------|----------------|-------|
| MORKEN                            | TIM       | RIYADH SAUDI AR         | FA             | 00000 |
|                                   |           | PO BOX 3354             |                |       |
|                                   |           | RIYADH SAUDI AR         | FA             | 00000 |
| MORRIS                            | ELNORA    | 300 E 3RD ST            |                |       |
|                                   |           | W LIBERTY               | IA             | 52776 |
| MORRIS                            | L         | V 300 E 3RD ST          |                |       |
|                                   |           | W LIBERTY               | IA             | 52776 |
| MOTOSAKA                          | CHERRY    | APT A6 6775 S IVY ST    |                |       |
|                                   |           | ENGLEWOOD               | CO             | 80112 |
| MOUNT VERNON MOTEL                |           | RR 1 BOX 17             |                |       |
|                                   |           | MOUNT VERNON            | TX             | 75457 |
| MUNICIPAL HOUSING AUTHORITY       |           | 509 2ND ST              |                |       |
|                                   |           | UTICA                   | NY             | 13501 |
| MURATA                            | YASUHIRO  | 843 KOUCHI SHIMODA      | SHIZUOKA JAPAN |       |
|                                   |           |                         | FA             | 00000 |
| MYRACLE                           | CARLINE   | N 560 GANN RD           |                |       |
|                                   |           | MILAN                   | TN             | 38358 |
| NADA                              | MOHAMMAD  | 72 NADHA ST MAADI       | CAIRO          |       |
|                                   |           | EGYPT                   | FA             | 00000 |
| NADA                              | RANIA     | 72 NADHA ST MAADI       | CAIRO          |       |
|                                   |           | EGYPT                   | FA             | 00000 |
| NADA                              | SARAH     | 72 NADHA ST MAADI       | CAIRO          |       |
|                                   |           | EGYPT                   | FA             | 00000 |
| NAGY                              | KAROLY    | 16154 LINCOLN           |                |       |
|                                   |           | EAST DETROIT            | MI             | 48021 |
| NAHINU                            | NATHANIEL | K PAGO PAGO APO 4534    |                |       |
|                                   |           | AMERICAN SAMOA          | FA             | 00000 |
| NATIONAL BENEFITS CORP            |           | SUITE 316 120 GIBRALTER |                |       |
|                                   |           | HORSHAM                 | PA             | 19044 |
| NATIONAL COLLEGIATE ATHLETIC ASSN |           | 6201 COLLEGE BLVD       |                |       |

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|                   |         |  |      |       |
|-------------------|---------|--|------|-------|
|                   |         | OVERLAND PARK                          | KS   | 66211 |
|                   |         | PO BOX 831575                          |      |       |
|                   |         | DALLAS                                 | TX   | 75283 |
|                   |         | 17 HAUPTSTRASSE STOCKACH               | 7768 |       |
|                   | BIA     | BADEN GERMANY                          | FA   | 00000 |
|                   |         | 5024 PONTCHARTRAIN BLVD                |      |       |
|                   |         | NEW ORLEANS                            | LA   | 70118 |
|                   |         | NEW ORLEANS COUNTRY CLUB               |      |       |
|                   |         | NEW YORK DEPT OF STATE CORP DIV        |      |       |
|                   |         | NEW YORK                               | NY   | 10010 |
|                   |         | ROUTE 3 BOX 396AA                      |      |       |
|                   | JOHN    | CORINTH                                | MS   | 38834 |
| NEWCOMB           |         |  |      |       |
| NICHOLLS          | RAYMOND | W 18713 RIVERSIDE GLEN DR              |      |       |
|                   |         | MACOMB                                 | MI   | 48044 |
| NICHOLLS          | SUSAN   | A 18713 RIVERSIDE GLEN DR              |      |       |
|                   |         | MACOMB                                 | MI   | 48044 |
| NOMI              | KAZUO   | APT 2301 1212 PUNAHOU ST               |      |       |
|                   |         | HONOLULU                               | HI   | 96826 |
|                   |         | NORTHWEST OHIO REGIONAL SEWER DISTRICT |      |       |
|                   |         |  | OH   | 00000 |
|                   |         | 322 W 108TH STREET                     |      |       |
|                   |         | NEW YORK                               | NY   | 10025 |
| NU WAY CARPETS    |         | PO BOX 153                             |      |       |
|                   |         | JASPER                                 | TX   | 75951 |
| NUKULIKIJ         | PAILIN  | 52 137 SOI KASETSART 7 PHAHOLYOTHIN    |      |       |
|                   |         | BANGKOK 10900                          | FA   | 00000 |
| NWACHUKWU         | AMECHI  | BOX 1429 ENUGU                         |      |       |
|                   |         | NIGERIA                                | FA   | 00000 |
| NWACHUKWU         | HAWA    | BOX 1429 ENUGU                         |      |       |
|                   |         | NIGERIA                                | FA   | 00000 |
| NY STOCK EXCHANGE |         | 11 WALL STREET                         |      |       |



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|-------------------------------|----------|--|----------|
| NYC DEPT OF CORRECTION        | NEW YORK | NY 10005                                   |          |
| NYHAUG                        | DAVID    | VCR 50 UNIT 125506 FPO                     | NY 00000 |
| NYHAUG                        | JOYCE    | VCR 50 UNIT 125506 FPO                     | FA 00000 |
| OAK TERRACE INN               |          | 1111 SAINT MARY ST<br>THIBODAUX            | LA 70301 |
| OAKLAND CNTY OF               |          |  | 00000    |
| OBRIEN                        | CHARLES  | E 412 WRIGHT ST 103<br>LAKEWOOD            | CO 80228 |
| OGBOI                         | TOM      | PO BOX 5883 MARINA LAGOS<br>NIGERIA        | FA 00000 |
| OHARRA                        | NANCY    | PO BOX 1065<br>WALLER                      | TX 77484 |
| OKAMOTO                       | MEGUMI   | NAGANO 389 08 1848 3 ISOBE TOGURA<br>JAPAN | FA 00000 |
| OKSTOFT                       | BENTE    | RUA CONDE DE MONSARAZ 8<br>PORTUGAL        | FA 00000 |
| OLD KENT BANK                 |          | PO BOX 3576<br>GRAND RAPIDS                | MI 49501 |
| ONEIL                         | ALAN     | P 1032 STEEPLCHASE DR<br>LANCASTER         | PA 17601 |
| ONEIL                         | ASHLEY   | R 1032 STEEPLCHASE DR<br>LANCASTER         | PA 17601 |
| ONEILL                        | JASON    | APT 607 205 HUDSON ST<br>HOBOKEN           | NJ 07030 |
| ONONDAGA COUNTY SHERIFFS DEPT |          |  |          |

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|------------------------|-----------|--|----------|
| ONOSE                  | MUSAFUMI  | 287 3 WADA TAMA SHI TOKYO JAPAN<br>FA 00000    | 00000    |
| ORRS MORTUARY          |           | PO BOX 3853<br>DAVENPORT                       | IA 52808 |
| OSMAN                  | NURTERGIN | SAHRAYICEDID<br>ISTANBUL TURKEY                | FA 00000 |
| OSMANI                 | ARIF      | PHASE 5 DHA KARACHI 75500<br>PAKISTAN          | FA 00000 |
| OSMANI                 | ATIF      | PHASE 5 DHA KARACHI 75500<br>PAKISTAN          | FA 00000 |
| OSTRAND                | DAGMAR    | NORRSKEN GATAN 4 ARVIKA<br>SWEDEN              | FA 00000 |
| PACE                   | ROBERT    | L 18043 CHERRYLAWN<br>DETROIT                  | MI 48221 |
| PACIFIC ELECTRIC & GAS |           |  | CA 00000 |
| PACIFIC FIRST BANK     |           |  | 00000    |
| PACIFIC GARDEN MISSION |           |  | 00000    |
| PACKARD                | LESLIE    | 20 AVE ALSACE LORRAINE<br>FRANCE               | FA 00000 |
| PAGEN                  | LUCILA    | BO JAYUYA ABAJO<br>JAYUYA                      | PR 00664 |
| PAINE WEBBER           |           | 10TH FLOOR 1285 AVE OF THE AMERICAS<br>NEWYORK | NY 10019 |
| PAINE WEBBER INC       |           | 1000 HARBOR BLVD<br>WEEHAWKIN                  | NJ 07087 |
| PALLADIN TRAVEL        |           | 2 BERKSHIRE RD                                 |          |

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|---------------------------|-----------|--------------------------------------|----------|
| PAPPAS                    | PANAYIOTA | PLEASANTVILLE                        | NJ 08232 |
|                           |           | 98 MENELAOU ST SPARTA LAKONIAS 23100 |          |
|                           |           | GREECE                               | FA 00000 |
| PARDO                     | JORGE     | M PO BOX 805                         |          |
|                           |           | BUFFALO                              | NY 14216 |
| PARETTI                   | LOUISE    | M 2121 MANSON AVE B                  |          |
|                           |           | METAIRIE                             | LA 70001 |
| PARK INN INTERNATIONAL    |           | 1500 GOVERNMENT ST                   |          |
|                           |           | MOBILE                               | AL 36604 |
| PARRY                     | JAMES     | D 1 CAIRNS PL                        |          |
|                           |           | BELLE MEND                           | NJ 08502 |
| PARSON                    | MARJORIA  | J STRATFORD ONTARIO N5A 7 CANADA     |          |
|                           |           |                                      | FA 00000 |
| PARSON                    | WILLIAM   | R STRATFORD ONTARIO N5A 7 CANADA     |          |
|                           |           |                                      | FA 00000 |
| PATEL                     | KANTABEN  | R                                    |          |
|                           |           |                                      | FA 00000 |
| PATELSKI                  | JOSEPHINE | L 2608 OAKMONT CT                    |          |
|                           |           | BEDFORD                              | TX 76022 |
| PAUNOVA                   | KRAVIMIRA | SELO OSTRIRBA 776 RUNSENSKO BULGARIA |          |
|                           |           |                                      | FA 00000 |
| PAYNE                     | MATTHEW   | 53 HILLSIDE AVE                      |          |
|                           |           | GLEN RIDGE                           | NJ 07028 |
| PEARSON                   | TIMOTHY   | S PO BOX 544                         |          |
|                           |           | AUBREY                               | TX 76227 |
| PENNSYLVANIA AMERICAN WOR |           |                                      | 00000    |
| PEPPER                    | GAYE      | M PO BOX 177                         |          |
|                           |           | PICKENS                              | MS 39146 |
| PERALES                   | ADOLFO    | 607 KELLEY ST                        |          |

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|--|------------------------------|----------------|-------------------------------------|
|  |                              | HOUSTON        | TX 77009                            |
|  |                              |                |                                     |
|  | PEREZ                        | RACQUEL        | N SAN PEDRO SULA HONDURAS           |
|  |                              |                | FA 00000                            |
|  | PERKINS                      | JEANNE         | A DEVONSHIRE DV07 BERMUDA           |
|  |                              |                | FA 00000                            |
|  | PERKINS                      | JOHN           | N 1819 EAST 14TH STREET             |
|  |                              | DAVENPORT      | IA 52803                            |
|  | PERKS                        | CHRISTOPHER    | AVE DE TEVUVEM                      |
|  |                              | BRUSSELS BELGI | FA 00000                            |
|  | PERKS                        | NANCY          | AVE DE TEVUVEM                      |
|  |                              | BRUSSELS BELGI | FA 00000                            |
|  | PERLSTEIN                    | ISAAC          | A 1270 48TH ST                      |
|  |                              | BROOKLYN       | NY 11219                            |
|  | PERRY                        | TONY           | 1740 ROSEWOOD AVE SE                |
|  |                              | GRAND RAPIDS   | MI 49506                            |
|  | PETTIT                       | PATSY          | 2420 W NORTHGATE                    |
|  |                              | IRVING         | TX 75062                            |
|  | PFEFFER                      | LORRAINE       | 6111 COINE AL MONTE                 |
|  |                              | TUCSON         | AZ 85718                            |
|  | PHILADELPHIA COUNTY RECORDER |                |                                     |
|  |                              |                | IL 00000                            |
|  | PHILLIPS                     | DOREEN         | M NSGA ADAR FPO                     |
|  |                              |                | FA 00000                            |
|  | PICKUP                       | STEPHEN        | D 160 HORTON RD FALLOWFIELD M14 7QF |
|  |                              |                | FA 00000                            |
|  | PINCAS                       | ABRAHAM        | PARIS FRANCE 75001 FRANCE           |
|  |                              |                | FA 00000                            |
|  | PINCAS                       | NATHALIE       | PARIS FRANCE 75001 FRANCE           |
|  |                              |                | FA 00000                            |
|  | PISANI                       | MARY           | 100 BLVD                            |

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|--------------------------|-----------|-----------------|------------------------------------|-------|-------|
| PITSOULAKIS              | D         | TIMOTHEOS       | HASBROUCK HTS                      | NJ    | 00000 |
| PLAYER                   | JACKIE    | FLINT           | KOUMPEZ CHANIA CRETE               | MI    | 48505 |
| PLAYERS                  |           | NEW YORK        | 16 GRAMERCY PARK S                 | NY    | 10003 |
| PLAZA RESIDENCE PLAZA HO |           | UNITED ARAB EMI | 00001 UNITED ARAB EM               | FA    | 00000 |
| POPOVIC                  | DIMITRIJE | SPAIN           | 19 DONOSTIARRA AVE MADRID 27       | FA    | 00000 |
| POPOVIC                  | WILMA     | SPAIN           | 19 DONOSTIARRA AVE MADRID 27       | FA    | 00000 |
| POURAKIS                 | IAKOUSOS  | GREECE          | STAMATA AHIKIS GREECE              | FA    | 00000 |
| POURAKIS                 | STAVOULA  | GREECE          | STAMATA AHIKIS GREECE              | FA    | 00000 |
| PRASHER                  | CHRISTINE | GLENDALE        | 6512 W VILLA RITA DR               | AZ    | 85308 |
| PRATT                    | ISABEL    | CARBONDALE      | PO BOX 726                         | CO    | 81623 |
| PRATT                    | MERRITT   | CARBONDALE      | PO BOX 726                         | CO    | 81623 |
| PRESSLEY                 | JUSTIN    | EL PASO         | 378 BRILL CIR                      | TX    | 79927 |
| PRESVELOU                | KLIO      | IJSSEL NETH     | GRUTTOSINGEL 28 2903 EG CAPELLE AD | 00000 |       |
| PRIMAK                   | STEPHANIE | HOUSTON         | 13823 WHEATBRIDGE DR               | TX    | 77041 |
| PRINCE                   | DANNY     | R               | 8980 CO RD 17                      |       |       |

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|---------------------------|--------|---------------------------|--------------------------|---------|-------|
| PRINCE                    | MARY   | WOODVILLE                 | L 8980 CO RD 17          | AL      | 35776 |
| PRINCIPAL FINANCIAL GROUP |        | WOODVILLE                 |                          | AL      | 35776 |
| PRINCIPAL MUTUAL LIFE     |        | 111 PRESIDENTIAL BLVD     | BALA CYNWYD              | PA      | 19004 |
| PRINCIPAL MUTUAL LIFE     |        | 3510 LINCOLN WAY          | AMES                     | IA      | 50392 |
| PRINCIPAL MUTUAL LIFE     |        | 711 HIGH ST               | DES MOINES               | IA      | 50392 |
| PROVINES                  | ROBERT | V PSC 473 BOX 1344 FPO AP | 936345555                | FA      | 00000 |
| PRUDENTIAL HOME MORTGAGE  |        | 7485 NEW HORIZON WAY      | FREDERICK                | MD      | 21701 |
| PT LAY NATIVE STORE       |        | PT LAY                    |                          | AK      | 99759 |
| PUBLIC SER NEW ORLEANS    |        |                           |                          | LA      | 00000 |
| PUBLIC UTILITIES OF OHIO  |        |                           |                          |         | 00000 |
| QUADRANT INC              |        | PO BOX 1599               | NORTH MYRTLE BEACH       | SC      | 29598 |
| RADISSON INN              |        | PO BOX 30428              | AMARILLO                 | TX      | 79120 |
| RAINMAKER HOTEL PAGO PAGO |        | AMERICAN SAMOA            | 96799                    | FA      | 00000 |
| RAMADA INN                |        | 1400 N LORRAINE STREET    | HUTCHINSON               | KS      | 67501 |
| RAMP CHEVROLET INC        |        | PO BOX 1010               | PRT JEFF STA             | NY      | 11776 |
| RANDLE                    | J      | K                         | 40 CHEYNE COURT FLOOD ST | CHELSEA |       |



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|                           |                 |                                     |          |
|---------------------------|-----------------|-------------------------------------|----------|
| RASMUSSEN JANITORIAL SERV | LONDON ENGLAND  | FA                                  | 00000    |
|                           | PO BOX 1523     |                                     |          |
|                           | HAVRE           | MT                                  | 59501    |
| REDDY                     | YEDDULA         | PO BOX 7774 64008 FAHAHEL           | FA 00000 |
|                           | KUWAITE         |                                     |          |
| REFRIGERAZION Y CLIMA     | AL PAZ BAJA CAL | 00001 MEXICO                        | FA 00000 |
| REICHERT                  | R               | 335 SENGSTACKEN DRIVE               | NY 10980 |
|                           |                 | STONY POINT                         |          |
| REID                      | ALBERT          | 9 NORTH AVE CRESSENT KINGSTON 16 WI | FA 00000 |
|                           |                 | JAMAICA                             |          |
| REISSIG                   | WELHELMINA      | BEUCKISER STIFT STEPHANIE STR 68    | FA 00000 |
|                           |                 | GERMANY                             |          |
| RELAY STATION MOTEL       |                 | PO BOX 26808                        | TX 79926 |
|                           |                 | EL PASO                             |          |
| REMEC                     | KARL            | 54 AGATE RD                         | NJ 08816 |
|                           |                 | EAST BRUNSWICK                      |          |
| REMENDADO                 | INES            | O QUEZON CITY PHILLIPINES           | FA 00000 |
| RESOURCES TRUST CO        |                 | PO BOX 5900                         | CO 80217 |
|                           |                 | DENVER                              |          |
| REVELS                    | JAMES           | E AUGSBURG APO                      | FA 00000 |
| REVELS                    | SUSAN           | AUGSBURG APO                        | FA 00000 |
| REYES                     | ARMANDO         | PO BOX 907                          | PR 00765 |
|                           |                 | VIEQUES                             |          |
| RICHARDSON                | MARY            | STE 550 7475 WISCONSIN AVE          | MD 20814 |
|                           |                 | BETHESDA                            |          |
| RIEFFEL                   | PATRICK         | G 4 SCHLIERINSTR UITIKON            |          |

## ILLINOIS STATE TREASURER'S OFFICE

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|                          |          |                                      |          |
|--------------------------|----------|--------------------------------------|----------|
| RIGBY                    | AMANDA   | 21 MERCER ST LONDON WC2H 9QR ENGLAND | FA 00000 |
|                          |          | UNITED KINGDOM                       |          |
| RIPLEY                   | DAYLENE  | L APT 509 8300 EL MUNDO              | TX 77054 |
|                          |          | HOUSTON                              |          |
| RIVER MOUNTAIN LODGE     |          | PO BOX 7188                          | CO 80424 |
|                          |          | BRECKENRIDGE                         |          |
| ROBERSON                 | JAMES    | J 405 W ARLINGTON ST                 | OR 97027 |
|                          |          | GLADSTONE                            |          |
| ROBERT R BROWN LUMBER CO |          | ALVA                                 | OK 73717 |
| RODRIGUEZ                | BENJAMIN | RR 02 BUZON 3677                     | PR 00610 |
|                          |          | ANASCO                               |          |
| RODRIGUEZ                | LUIS     | 40 04A WARREN ST                     | NY 11373 |
|                          |          | ELMHURST                             |          |
| RODRIGUEZ                | RICARDO  | G APT 4 1616 ALAMO ST                | TX 77007 |
|                          |          | HOUSTON                              |          |
| RODRIGUEZ                | ZAIDA    | 40 04A WARREN ST                     | NY 11373 |
|                          |          | ELMHURST                             |          |
| RODRIGUES                | ADELINA  | SHIS Q103 CONJ 11 CASA 12 71605 310  | FA 00000 |
|                          |          | BRAZILIA                             |          |
| RODRIGUES                | JOSE     | SHIS Q103 CONJ 11 CASA 12 71605 310  | FA 00000 |
|                          |          | BRAZILIA                             |          |
| RODY                     | ROBERT   | S OLD COURT RD                       | MD 21022 |
|                          |          | BROOKLANDVILLE                       |          |
| ROHDENBURG               | MARGOT   | 3302 CREMLINGEN 38162 DESTEDT        | FA 00000 |
|                          |          | GERMANY                              |          |
| ROHDENBURG               | SUSANNE  | 3302 CREMLINGEN 38162 DESTEDT        | FA 00000 |
|                          |          | GERMANY                              |          |
| ROLAND M VARNER CO       |          | 620 W CENTRAL AVE                    |          |

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|                           |          |  |    |       |
|---------------------------|----------|--|----|-------|
| ROMANOWSKI                | JO       | EL DORADO                              | KS | 67042 |
|                           |          | A D CO 1 37TH ARMOR APO AE             | AE | 60164 |
|                           |          |  | FA | 00000 |
| ROMANOWSKI                | PHILIP   | D CO 1 37TH ARMOR APO AE               | AE | 60164 |
|                           |          |  | FA | 00000 |
| ROSE                      | BRIAN    | J 527TH MI BATTALION APO               | FA | 00000 |
|                           |          | 091575000                              |    |       |
| ROSELAWN MANOR NURSING HO |          | 707 ARMSTRONG RD                       | MI | 48910 |
|                           |          | LANSING MI                             |    |       |
| ROTH                      | IEHEZKEL | 5702 17TH AVENUE                       | NY | 11204 |
|                           |          | BROOKLYN                               |    |       |
| ROUNDS                    | GERALD   | A USS JOHN A MOORE FFG 19 SS02 DIV FPO | FA | 00000 |
|                           |          | 96672                                  |    |       |
| RYAN                      | CYNTHIA  | 13938 CHISOM CREEK                     | TX | 78249 |
|                           |          | SAN ANTONIO                            |    |       |
| RYDER MEMORIAL HOSPITAL   |          | PO BOX 859                             | PR | 00661 |
|                           |          | HUMACAO                                |    |       |
| SALOMON SMITH BARNEY      |          | 3RD FLOOR 333 WEST 34TH ST             | NY | 10001 |
|                           |          | NEW YORK                               |    |       |
| SANDERSON                 | JAMES    | W 100 STATE ST                         | NY | 12207 |
|                           |          | ALBANY                                 |    |       |
| SAYLES                    | BENJAMIN | PO BOX 5900                            | CO | 80217 |
|                           |          | DENEVER                                |    |       |
| SCHAFF                    | S        | 3316 RAVALLI PLACE                     | MT | 59102 |
|                           |          | BILLINGS                               |    |       |
| SCHMID                    | MILDRED  | 4317 MAPLE LEAF DR                     | LA | 70131 |
|                           |          | NEW ORLEANS                            |    |       |
| SCHULTZ                   | MICHAEL  | D 409 NOTTINGHAM FOREST DR             | PA | 15330 |
|                           |          | EIGHTY FOUR                            |    |       |
| SCOTT                     | FRANKIE  | 4870 HILLBROOK ST                      |    |       |

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|                           |          |                                       |    |       |
|---------------------------|----------|---------------------------------------|----|-------|
|                           |          | MEMPHIS                               | TN | 38109 |
| SEA CLIFF BEACH RESORT    |          | PO BOX 2325                           | VI | 00801 |
|                           |          | US VIRGIN ISLANDS                     |    |       |
| SEARRAIGH                 | MARTHA   | M SOUTH AFRICA                        | FA | 00000 |
| SEASHORE VACATIONS INC    |          | BOX 5071                              | SC | 29928 |
|                           |          | HILTON HEAD ISL                       |    |       |
| SECURITIES VALUATION      |          | 195 BROADWAY                          | NY | 10007 |
|                           |          | NEWYORK                               |    |       |
| SEJINY                    | AYMAN    | A PO BOX 2813 RIYADH 11611            | FA | 00000 |
|                           |          | SAUDI ARABIA                          |    |       |
| SEQUOYAH MANOR            |          | 615 E REDWOOD                         | OK | 74955 |
|                           |          | SALLISAW                              |    |       |
| SERRANO                   | CAROLINE | 6 CHULAN HENRY LIGUAN TER             | FA | 00000 |
|                           |          | DEDED0 96912 GUAM                     |    |       |
| SEWELL CADILLAC CHEVROLET |          | 701 BARONNE ST                        | LA | 70113 |
|                           |          | NEW ORLEANS                           |    |       |
| SHAH                      | BHAVAN   | 7518 GUINEVERE DR                     | TX | 77479 |
|                           |          | SUGAR LAND                            |    |       |
| SHAH                      | PRAVIN   | 7518 GUINEVERE DR                     | TX | 77479 |
|                           |          | SUGAR LAND                            |    |       |
| SHANSTROM                 | ROBERT   | L UNIT 12 61 SEAVIEW AVE              | CT | 06903 |
|                           |          | STAMFORD                              |    |       |
| SHARKEY                   | GAIL     | W RR NO 2 KING CITY                   | FA | 00000 |
|                           |          | ONTARIO CANADA                        |    |       |
| SHEEHAN                   | MARY     | 378 BRILL CIR                         | TX | 79927 |
|                           |          | EL PASO                               |    |       |
| SHEPPARD                  | KAREN    | B FAA PSC 82 BX 002 AMER EMBASSY BELG | FA | 00000 |
|                           |          | 09724                                 |    |       |
| SHERATON SPINDLETOP INN   |          | 2525 N 11TH ST                        |    |       |

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|                      |             |                                    |    |       |
|----------------------|-------------|------------------------------------|----|-------|
| SHIH                 | CHRISTOPHER | BEAUMONT                           | TX | 77703 |
|                      |             | 1474 CATON RD                      |    |       |
|                      |             | CORNING                            | NY | 14830 |
| SHIH                 | HSIAO       | 1474 CATON RD                      | NY | 14830 |
|                      |             | CORNING                            |    |       |
| SHILLING             | KENNETH     | R PO BOX 1724                      | TX | 78578 |
|                      |             | PORT ISABEL                        |    |       |
| SHIN                 | HYBONJONG   | 720 17 SOCHOGU                     | FA | 00000 |
|                      |             | SEOUL KOREA                        |    |       |
| SHOEIB               | MONA        | 72 NADHA ST MAADI CAIRO            | FA | 00000 |
|                      |             | EGYPT                              |    |       |
| SHOR                 | JAY         | E SUITE 200 261 YORK RD            | PA | 19046 |
|                      |             | JENKINTOWN                         |    |       |
| SHOREHAM TOWERS II   |             | HWY 17 SOUTH BRIARWOOD             | SC | 29578 |
|                      |             | MYRTLE BEACH                       |    |       |
| SHREVEPORT MOTOR INN |             | 322 MARKET ST                      | LA | 71101 |
|                      |             | SHREVEPORT                         |    |       |
| SHURTLEFF            | WILLIAM     | K                                  | TX | 75681 |
|                      |             | MT ENTERPRISE                      |    |       |
| SICARD MOTORS INC    |             | PO DRAWER 527                      | LA | 70438 |
|                      |             | FRANKLINTON                        |    |       |
| SIDI                 | INDRA       | D BANDUNG JAJAN TAMAN SIDOLUHUR 15 | FA | 00000 |
|                      |             | INDONESIA                          |    |       |
| SIEGEL               | ETA         | 648 WINTHROP RD                    | NJ | 07666 |
|                      |             | TEANECK                            |    |       |
| SIMMS                | DANIEL      | T 3632 WASHINGTON AVE              | LA | 70185 |
|                      |             | NEW ORLEANS                        |    |       |
| STOGREN              | JOHAN       | AXORTSVAGN 40 307 90234 UMEA       | FA | 00000 |
|                      |             | SVEDIYDIACHEN SWEDEN               |    |       |
| SKILLED HANDS        |             | PO BOX 1056                        |    |       |

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|                          |           |                                      |    |       |
|--------------------------|-----------|--------------------------------------|----|-------|
|                          |           | WESTCLIFFE                           | CO | 81252 |
|                          |           | PO BOX 404                           |    |       |
|                          |           | ALAMOSA                              | CO | 81101 |
| SMITH                    | BARNEY    | S 388 GREENWICH STREET               | NY | 10013 |
|                          |           | NEW YORK                             |    |       |
| SMITH                    | MELVIN    | D PO BOX 3451                        | IA | 52808 |
|                          |           | DAVENPORT                            |    |       |
| SMITH                    | RANDY     | 101 SHARON DR                        | AK | 99835 |
|                          |           | SITKA                                |    |       |
| SMOLKA                   | JAMES     | C 107 WYETH LANE                     | SC | 29630 |
|                          |           | CENTRAL                              |    |       |
| SNIVELY                  | MILDRED   | W PO BOX 831575                      | TX | 75283 |
|                          |           | DALLAS                               |    |       |
| SOFTWARE SPECT           |           | PO BOX 880221                        | TX | 75388 |
|                          |           | DALLAS                               |    |       |
| SOUTHERN CHEV OLDS       |           | 2255 SO MCKENZIE ST                  | AL | 36535 |
|                          |           | FOLEY                                |    |       |
| SOUTH HILLS ELECTRONICS  |           | 760 BEECHNUT DR                      | PA | 15205 |
|                          |           | PITTSBURG                            |    |       |
| SOUTHERN CHEV OLDS GEO   |           | 1803 N MCKENZIE ST                   | AL | 36535 |
|                          |           | FOLEY                                |    |       |
| SOUTHERN COMFORT MOTEL   |           | 4403 S LANCASTER RD                  | TX | 75216 |
|                          |           | DALLAS                               |    |       |
| SPILIOTOPOULOS           | DIONYSIOS | 15 PAPACHRISTOU ST PAPABOU ATHENS GR | FA | 00000 |
| SPRECKLEY                | C         | W 10 LLOYDS AVE EC 3N 3DA            | FA | 00000 |
|                          |           | LONDON ENGLAND                       |    |       |
| SPRING CREEK DEVELOPMENT |           | SUITE 300                            | CO | 80111 |
|                          |           | ENGLEWOOD                            |    |       |
| SPRING CREEK RANCH       |           | HI COUNTRY CLUB                      |    |       |



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|                          |                                      |          |
|--------------------------|--------------------------------------|----------|
| ST ANNS SCHOOL           | DILLON                               | CO 80435 |
|                          | 2000 W TEXAS AVE                     |          |
|                          | MIDLAND                              | TX 79701 |
| ST BARNABAS HOSPITAL     | 183RD STREET & THIRD AVENUE          |          |
|                          | BRONX                                | NY 10457 |
| ST FRANCIS OF ASSISI SCH | 5100 DABNEY ST                       |          |
|                          | HOUSTON                              | TX 77026 |
| ST MARYS HOSPITAL        | 3600 GATES BLVD                      |          |
|                          | PORT ARTHUR                          | TX 77642 |
| STAEBLER                 | PO BOX 238                           |          |
|                          | CHARLESTON                           | SC 29402 |
| STALLMEISTER             | 42 KAPELLENST D 6093                 |          |
|                          | FLORSHEIM                            |          |
|                          | GERMANY                              | FA 00000 |
| STANLEY                  | H 4266 AUGUSTA CT                    |          |
|                          | BETTENDORF                           | IA 52722 |
| STATON                   | J PO BOX 211                         |          |
|                          | PLEASANTON                           | KS 66075 |
| STATON                   | L PO BOX 211                         |          |
|                          | PLEASANTON                           | KS 66075 |
| STEWART                  | J JUNG AHNG DONG CHON JA CITY        |          |
|                          | CHOLLABUK KOREA                      | FA 00000 |
| STOELLZL                 | 1156 SUNDANCE DR                     |          |
|                          | PEN ARGYL                            | PA 18072 |
| STOILLOVA                | SELO OSTRIIRA 776 RUNSENSKO          |          |
|                          | BULGARIA                             | FA 00000 |
| SUKIN                    | SUITE 3300 1345 AVENUE OF THE AMERIC |          |
|                          | NEW YORK                             | NY 10105 |
| SUNCREST HEALTHCARE INC  | 2211 E SOUTHERN AVE                  |          |
|                          | PHOENIX                              | AZ 85040 |
| SUPERINTENDENT           | PUUONUA O HONAUNAU                   |          |

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|                            |                                    |          |
|----------------------------|------------------------------------|----------|
|                            | HONAUNAU                           | HI 96726 |
|                            | SUPERIOR COURT OF RIVERSIDE COUNTY |          |
|                            |                                    | 00000    |
| SUSON                      | JAMES                              |          |
|                            | R 4200 OLD BANKHEAD HWY            |          |
|                            | ALEDO                              | TX 76008 |
| SUTJAYAKORN                | ANNA                               |          |
|                            | KINGDOM OF THAILAND                | FA 00000 |
| SVALINA                    | DIANA                              |          |
|                            | PO BOX 901                         |          |
|                            | BEAUFORT                           | SC 29901 |
| SVALINA                    | L PO BOX 901                       |          |
|                            | BEAUFORT                           | SC 29901 |
| SVENKESON                  | BRETT                              |          |
|                            | MARNIXLAAN 98 B300 OVERIJSE        |          |
|                            | BELGIUM                            | FA 00000 |
| SWAMP FOX INN              | I 95 U S 76                        |          |
|                            | FLORENCE                           | SC 29502 |
| SYRACUSE INN               | 612 W HWY 50                       |          |
|                            | SYRACUSE                           | KS 67878 |
| TABANOGLON                 | NICHOLAS                           |          |
|                            | 24 PAPAPAVLOU ST                   |          |
|                            | SERRAS GREECE                      | FA 00000 |
| TAIPEI HILTON              | 38 GHUNGSIAO W RD                  |          |
|                            | TAIPEI 00001 TAIWAN                | FA 00000 |
| TALLEY MOTORS INC          | 700 W MERRICK ROAD                 |          |
|                            | VALLEY STREAM                      | NY 11580 |
| TAMVISKOS                  | ALEXANDRA                          |          |
|                            | 11 B KODRIGTOMOS 10434             |          |
|                            | ATHENS GREECE                      | FA 00000 |
| TAMVISKOS                  | IRENE                              |          |
|                            | 11 B KODRIGTOMOS 10434             |          |
|                            | ATHENS GREECE                      | FA 00000 |
| TELEOMETRICS INTERNATIONAL | 1755 WOODSTEAD CT                  |          |
|                            | THE WOODLANDS                      | TX 77380 |
| TERRY                      | BETSY                              |          |
|                            | B SURREY KT2 7JX                   |          |

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|                            |                  |                                      |          |
|----------------------------|------------------|--------------------------------------|----------|
| TERRY                      | JAMES            | UNITED KING                          | FA 00000 |
|                            | B SURREY KT2 7JX |                                      |          |
|                            | UNITED KING      | FA 00000                             |          |
| TERRY                      | T                | 2201 BARTH                           | MI 48503 |
|                            | FLINT            |                                      |          |
| TEXAS INN                  |                  | 1907 LAMAR AVE                       | TX 75460 |
|                            | PARIS            |                                      |          |
| THARPE                     | JAMES            | F 605 RAILROAD DR                    | TN 38320 |
|                            |                  | CAMDEN                               |          |
| THRIFTY CAR RENTAL         |                  | PO BOX 21016                         | OK 00000 |
|                            |                  | TULSA                                |          |
| THUNDER HEAD LODGE & CONDO |                  | STEAMBOAT SPRING                     | CO 80499 |
| TOOHEY                     | DAVID            | S 5625 BARCELONA ST                  | IA 52722 |
|                            |                  | BETTENDORF                           |          |
| TOONE                      | ROY              | RT 4 BOX 9450 SP 98                  | AZ 85901 |
|                            |                  | SHOWLOW                              |          |
| TORRES                     | ADA              | M                                    |          |
|                            |                  | MOCA PR PO BOX 1531                  | FA 00676 |
| TORRES                     | LYZETTE          | J VILLA FONTANA VIA ISABEL 4RN 25    | PR 00984 |
|                            |                  | CAROLINA                             |          |
| TOWER HILL CAMP            |                  | 12173 TOWER HILL ROAD                | MI 49125 |
|                            |                  | SAWYER                               |          |
| TOWN HOUSE MOTEL           |                  | 10TH & CADDO STS                     | AR 71923 |
|                            |                  | ARKADELPHIA                          |          |
| TRAVIS CO CORRECTIONS DIV  |                  | 10TH & GUADALUPE                     | TX 78767 |
|                            |                  | AUSTIN                               |          |
| TREASURER OF VIRGINIA      |                  |                                      | VA 00000 |
| TRECIOKAS                  | J                | 15 WATSON AVENUE TORONTO ONTARIO CAN |          |

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|-------------------------------|---------|--------------------------------------|----------|
| TRICON                        | CHARLES | GRUTTOSINGEL 28 2903 EG CAPELLE AD   | FA 00000 |
|                               |         |                                      |          |
| TRIFARI KRUSSMAN & FISHEL INC |         | 4TH FLOOP 404 FIFTH AVE              | NY 10018 |
|                               |         | NEW YORK                             |          |
| TSAKONAS                      | ELENI   | 98 MENELAOU ST SPARTA LAKONIAS 23100 | FA 00000 |
|                               |         | GREECE                               |          |
| TUNG                          | TAI CHI | C TAIPEI TAIWAN                      | FA 00000 |
| TURNER                        | NELLIE  | 5293 FIVE FINGERS WAY                | MD 21045 |
|                               |         | COLUMBIA                             |          |
| TURNER                        | NORRIS  | 5293 FIVE FINGERS WAY                | MD 21045 |
|                               |         | COLUMBIA                             |          |
| UCHINO                        | ITSURO  | 5928 JEFFERSON BLVD                  | MD 21703 |
|                               |         | FREDERICK                            |          |
| UJB LEASING CORP              |         | 25 E SALEM ST                        | NJ 07602 |
|                               |         | HACKENSACK                           |          |
| ULLMAN                        | WALTER  | USS FAIRFAX COUNTY LST 1193 FPO      | NY 09569 |
|                               |         | NEW YORK                             |          |
| UNION BANKERS INS             |         | PO BOX 655433                        | TX 75265 |
|                               |         | DALLAS                               |          |
| UNION 76 AUTO TRUCKSTOP       |         | 1301 HORIZON BLVD                    | TX 79927 |
|                               |         | EL PASO                              |          |
| UNIV OF CAL SF                |         | SAN FRANCISCO                        | CA 00000 |
| UNIV OF WEST INDIES           |         |                                      | 00000    |
| UNIVERSITY INN                |         | 951 18TH ST S                        | AL 35205 |
|                               |         | BRMINGHAM                            |          |
| UNO                           | ITSUSHI | 1 MEGUMINO TSUKUBA IBARAKI 305       |          |

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|----------------------------|-------------------------------|--|----------|
| UNRUH                      | JOHN                          | JAPAN                                  | FA 00000 |
|                            | 2 CONIFER DR                  |  |          |
|                            | MENDHAM                       | NJ 07945                               |          |
| UROLOGY GROUP OF PRINCETO  | 281 WITHERSPOON ST            |  |          |
|                            | PRINCETON                     | NJ 08542                               |          |
| US WEST RELOCATION SERVICE | SUITE 2740 1801 CALIFORNIA ST |  |          |
|                            | DENVER                        | CO 80202                               |          |
| USON INVESTMENT LIMITED    | BURLINGTON ONTARIO CANADA     |  |          |
|                            |                               | FA 00000                               |          |
| VALENTINI                  | MARIAGRAZIA                   | VIA GENOVA 13 VERONA 37036             |          |
|                            |                               | ITALY                                  | FA 00000 |
| VAN CHEVROLET CO INC       | PO BOX 11349                  |  |          |
|                            | CAROLLTON                     | TX 75011                               |          |
| VARADAN                    | JALAJA                        | APT 102 16372 SW ESTUARY DR            |          |
|                            |                               | BEAVERTON                              | OR 97006 |
| VELENTZOS                  | DIMITRIOS                     | ELSING 14 ATHENS                       | FA 00000 |
| VELENTZOS                  | IOANNIS                       | ELSING 14 ATHENS                       | FA 00000 |
| VENTURE                    | LANE                          | O SUITE 202 27A GAMECOCK AVE BOX 30895 |          |
|                            |                               | CHARLESTON                             | SC 29407 |
| VERMONT STATE OF           |                               |  | VT 00000 |
| VIA                        | MARY                          | E 2015 STAMPEDE DR                     |          |
|                            |                               | ARLINGTON                              | TX 76010 |
| VOELZKE                    | HANS                          | J LINDWURM ST NO 15                    |          |
|                            |                               | MUNICH GERMANY                         | FA 00000 |
| WAGSHALL                   | DAVID                         | B SUITE 2222 1412 AVENUE M             |          |
|                            |                               | BROOKLYN                               | NY 11230 |
| WAGSHALL                   | GAIL                          | B SUITE 2222 1412 AVENUE M             |          |

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|  |                        |            |                                      |          |  |
|--|------------------------|------------|--------------------------------------|----------|--|
|  | WAITERS                | CONSTANCE  | 2417 BOSTON ST                       |          |  |
|  |                        |            | BALTIMORE                            | MD 21224 |  |
|  | WANG                   | SHU        | ADNM CENTER OFF OF NEW DRUG RESEARCH |          |  |
|  |                        |            | CHINA                                | FA 00000 |  |
|  | WAR SOW DEVELOPMENT CO |            | 8371 SW LAFAYETTE WAY                |          |  |
|  |                        |            | WILSONVILLE                          | OR 97070 |  |
|  | WASHTENAW MORTGAGE CO  |            | SUITE 12 315 E EISENHOWER            |          |  |
|  |                        |            | ANN ARBOR                            | MI 48108 |  |
|  | WATERFRONT LODGE       |            | PO BOX 222                           |          |  |
|  |                        |            | KAKE                                 | AK 99830 |  |
|  | WATERS                 | JACQUELINE | S 5912 HAZARDS COVE 6                |          |  |
|  |                        |            | MEMPHIS                              | TN 38115 |  |
|  | WAYSIDE MOTEL          |            | PO BOX 482                           |          |  |
|  |                        |            | HEMPSTEAD                            | TX 77445 |  |
|  | WEBB                   | WILLIAM    | ENGLAND                              | FA 00000 |  |
|  | WEDGE                  | BETTY      | 635 WILKES DR                        |          |  |
|  |                        |            | GREEN RIVER                          | WY 82935 |  |
|  | WEDGE                  | DONALD     | 635 WILKES DR                        |          |  |
|  |                        |            | GREEN RIVER                          | WY 82935 |  |
|  | WEINER                 | JANICE     | 146 VASSAR RD                        |          |  |
|  |                        |            | BALA CYNWYD                          | PA 19004 |  |
|  | WELSH DRAGON AVIATION  |            | 34 ALEXANDRA CT ESPLANADE            |          |  |
|  |                        |            | UNITED KINGDOM                       | FA 00000 |  |
|  | WENTA                  | GERALD     | 1863 HWY 26 W                        |          |  |
|  |                        |            | NASHVILLE                            | AR 71852 |  |
|  | WENTA                  | SHERRY     | 1863 HWY 26 W                        |          |  |
|  |                        |            | NASHVILLE                            | AR 71852 |  |
|  | WESEMANN               | F          | BP 208 13308 MARSEILLE CEDEX 14      |          |  |



## ILLINOIS STATE TREASURER'S OFFICE

## NOTICE OF PUBLIC INFORMATION

NOTICE OF NAMES OF PERSON APPEARING TO BE OWNERS OF UNCLAIMED PROPERTY WHOSE  
LAST KNOWN ADDRESSES ARE IN CERTAIN STATES

|                                   |                                |    |       |
|-----------------------------------|--------------------------------|----|-------|
| WESTERN INN                       | FRANCE                         | FA | 00000 |
|                                   | RR 1 BOX 104                   |    |       |
|                                   | LIVINGSTON                     | AL | 35470 |
| WHITE ROSE MOTEL                  | 434 S AIRLINE HWY              |    |       |
|                                   | GONZALES                       | LA | 70737 |
| WICHITA AIRPORT HOTEL ASSOCIATION | WICHITA                        | KS | 67218 |
| WIEDEMANN                         | SUSANNE                        |    |       |
|                                   | LUDWIGSTRASSE 20A D 881 LINDAU |    |       |
|                                   | FRANCE                         | FA | 00000 |
| WILLIAMS                          | EARMA                          |    |       |
|                                   | 15518 STEEL ST                 |    |       |
|                                   | DETROIT                        | MI | 48227 |
| WILLIAMS                          | HERBERT                        |    |       |
|                                   | A 400 BAGLEY ST                |    |       |
|                                   | DETROIT                        | MI | 48226 |
| WILSON                            | CHRISTOPHER                    |    |       |
|                                   | T 1178 OAK HAVEN RD            |    |       |
|                                   | KNOXVILLE                      | TN | 37932 |
| WILSON                            | FRANCES                        |    |       |
|                                   | E 12127 HUNTINGTON VENTURE     |    |       |
|                                   | HOUSTON                        | TX | 77099 |
| WINTERTHUR SWISS INSURANCE CO     | WINTERTHUR SWITZERLAND         |    |       |
|                                   |                                | FA | 00000 |
| WISC WORKERS COMPENSATION INS     |                                |    |       |
|                                   |                                | WI | 00000 |
| WOHLER                            | CHRISTIAN                      |    |       |
|                                   | F 4020 METTMANN HAYDNSTR 37    |    |       |
|                                   |                                | FA | 00000 |
| WOJCIECH                          | PODLESKI                       |    |       |
|                                   | K UL KOPERNIKA 14 11 40 064    |    |       |
|                                   | KATOWICE POLAND                | FA | 00000 |
| WOODSON MIDDLE SCHOOL             | 10720 SOUTHWIEW ST             |    |       |
|                                   | HOUSTON                        | TX | 77047 |
| WORLD TRADE CENTER                |                                |    |       |
|                                   |                                |    | 00000 |
| XIANGYUN                          | ZHENG                          |    |       |
|                                   | 601 BUILDING 3 100026          |    |       |

## ILLINOIS STATE TREASURER'S OFFICE

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|                           |                                      |    |       |
|---------------------------|--------------------------------------|----|-------|
| Y M C A OF METRO DETROIT  | BEIJING CHINA                        | FA | 00000 |
|                           | 2020 WITHERELL ST                    |    |       |
|                           | DETROIT                              | MI | 48226 |
| YAMAMOTO                  | YOSHIHIRO                            |    |       |
|                           | 6 7 10 HIGASHIKOIGAKU BU             |    |       |
|                           | KOKUBUNJI SHI                        | FA | 00000 |
| YAQUINA CARE CENTER       | 835 SW 11TH ST                       |    |       |
|                           | NEWPORT                              | OR | 97365 |
| YEGO                      | EMILY                                |    |       |
|                           | C KENYA EAST AFRICA                  |    |       |
|                           |                                      | FA | 00000 |
| YEGO                      | JOSPHAT                              |    |       |
|                           | K KENYA EAST AFRICA                  |    |       |
|                           |                                      | FA | 00000 |
| YMCA OF EASTERN UNION CTY | 135 MADISON AVENUE                   |    |       |
|                           | ELIZABETH                            | NJ | 07201 |
| YONEYA                    | SHIN                                 |    |       |
|                           | 76 1 KAMIKOIDE MACHI MAEBASHI        |    |       |
|                           | GUNMA 371 JAPAN                      | FA | 00000 |
| YONEYA                    | YASUKO                               |    |       |
|                           | 76 1 KAMIKOIDE MACHI MAEBASHI        |    |       |
|                           | GUNMA 371 JAPAN                      | FA | 00000 |
| YOUR WAY HOLIDAYS         | CANADA B3L 2T2 00001 CANADA          |    |       |
|                           |                                      | FA | 00000 |
| YU                        | KE                                   |    |       |
|                           | S 37006 MARGARETA                    |    |       |
|                           | LIVONIA                              | MI | 48152 |
| ZAMAN                     | KHALIK                               |    |       |
|                           | APT 85 1203 28TH STREET SOUTH        |    |       |
|                           | GREAT FALLS                          | MT | 59405 |
| ZANINETTI                 | LUIS                                 |    |       |
|                           | R JESUINO ARRUDA 294 SAO PAULO SP 04 |    |       |
|                           | BRAZIL                               | FA | 00000 |
| ZERVAS                    | DIONYSSIA                            |    |       |
|                           | KANARI 10 ANO ILIOUPOLIS ATHENS      |    |       |
|                           |                                      | FA | 00000 |
| ZERVAS                    | KONSTANTINOS                         |    |       |
|                           | KANARI 10 ANO ILIOUPOLIS ATHENS      |    |       |
|                           |                                      | FA | 00000 |
| ZREK                      | ALEXANDER                            |    |       |
|                           | 125 ST AUGUSTINE DR                  |    |       |

## ILLINOIS STATE TREASURER'S OFFICE

## NOTICE OF PUBLIC INFORMATION

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|       |              |            |          |
|-------|--------------|------------|----------|
| ZWAKA | THOMAS       | GREENVILLE | SC 29615 |
|       | WEST GERMANY | FA         | 00000    |

## ENVIRONMENTAL PROTECTION AGENCY

## JANUARY 2000 REGULATORY AGENDA

a) Part(s) (Headings and Code Citation): Brownfields Redevelopment Loan Program, 35 Ill. Adm. Code 886.

1) Rulemaking:

A) Description: The Illinois Environmental Protection Agency (IEPA) is preparing a rulemaking proposal to implement Section 58.15 of the Illinois Environmental Protection Act, 415 ILCS 5/58.15. The purpose of these rules is to provide municipalities and eligible private parties with financial assistance in the form of low-interest loans to be used for coordination of activities related to brownfields redevelopment; specifically, site assessment and site remediation, or both.

B) Statutory Authority: Implementing and authorized by Section 58.15 of the Illinois Environmental Protection Act (415 ILCS 5/58.15).

C) Scheduled meetings/hearing dates: The IEPA has not yet scheduled meetings or hearings on this proposal.

D) Date agency anticipates First Notice: February 1, 2000

E) Affect on small businesses, small municipalities or not for profit corporations: The IEPA anticipates that small business, not-for-profit corporations and small municipalities may be affected by this rule.

F) Agency contact person for information:

Name: Robert J. Scherschligt

Address: Illinois Environmental Protection Agency  
1021 North Grand Avenue East  
P.O. Box 19276

Springfield, Illinois 62794-9276  
Telephone: (217) 782-5544

G) Related Rulemaking and other pertinent information: None.

b) Part(s) (Headings and Code Citation): Procedures for Issuing Loans from the Water Pollution Control Revolving Fund, 35 Ill. Adm. Code 365

1) Rulemaking:

A) Description: This rulemaking amends the Agency's present Water Pollution Control loan rules to update and make them consistent with current Federal guidance and the Agency's rules for the Public water Supply Loan Program, 35 Ill. Adm.

## ENVIRONMENTAL PROTECTION AGENCY

## JANUARY 2000 REGULATORY AGENDA

Code 653.

- B) Statutory Authority: The amended rules implement Title IV-A: Water Pollution Control of the Illinois Environmental Protection Act (415 ILCS 5/19.1 through 19.8).

- C) Scheduled meeting/hearing dates: No meetings or hearings are scheduled at this time.

- D) Date agency anticipates First Notice: January 15, 2000

- E) Affect on small businesses, small municipalities or not for profit corporations: These rules apply only to public entities, such as municipalities, sanitary districts, etc. The amendments will simplify the procedures for obtaining loans from the wastewater treatment loan program.

F) Agency contact person for information:

Name: Ron Drainer  
Address: Bureau of Water  
Illinois Environmental Protection Agency  
1020 North Grand Avenue East  
PO Box 19276  
Springfield Illinois 62794-9276  
Telephone: (217) 782-2027

- G) Related Rulemaking and other pertinent information: None.

- c) Part(s) (Heading and Code Citation): Annual Emissions Report, 35 Ill. Adm. Code 254

- 1) Rulemaking: No docket presently reserved.

- A) Description: The proposed amendments are intended to address seasonal reporting needs of the Emissions Reduction Market System (ERMS) rule (R97-13), which became a final Pollution Control Board Rule in November 1997. Certain clean-up items and revisions to enhance the Illinois EPA's ability to evaluate air quality strategies are also being considered as part of this rulemaking.

- B) Statutory Authority: Implementing and authorized by Section 4(b) of the Illinois Environmental Protection Act [415 ILCS 5/4(b)].

- C) Scheduled meeting/hearing dates: Spring 2000

- D) Date agency anticipates First Notice: Spring 2000

## ENVIRONMENTAL PROTECTION AGENCY

## JANUARY 2000 REGULATORY AGENDA

- E) Affect on small businesses, small municipalities or not for profit corporations: This rule may affect any small businesses, small municipalities, or not-for-profit corporations that are required to submit annual emission reports. The proposed amendments are procedural reporting requirements that impose no new obligations beyond those requirements of the ERMS rule.

F) Agency contact person for information:

Name: Bonnie R. Sawyer  
Address: Illinois Environmental Protection Agency  
1021 North Grand Avenue East  
P.O. Box 19276  
Springfield, IL 62794-9276  
Telephone: 217-782-5544

- A) Related Rulemaking and other pertinent information: None

- d) Part(s) (Heading and Code Citation): Stack Test Averaging, 35 Ill. Adm. Code 283

- 1) Rulemaking:

- A) Description: The proposed rulemaking, with some exceptions, allows for the averaging of the results of valid emissions tests that are conducted in accordance with an approved test plan to demonstrate compliance with an emission limitation.

- B) Statutory Authority: Implementing and authorized by Section 4(b) of the Environmental Protection Act. [415 ILCS 5/4(b)].

- C) Scheduled meeting/hearing dates: January 2000

- D) Date agency anticipates First Notice: Winter 1999

- E) Affect on small businesses, small municipalities or not for profit corporations: This rule may affect any small businesses, small municipalities, or not-for-profit corporations that are required to conduct emissions testing. This rule will not impose any new requirements for testing, but may affect a source's ability to comply with emission limitations by allowing, with some exceptions, a source to average the results of emissions tests under certain circumstances.

F) Agency contact person for information:

Name: Alec Messina  
Address: Division of Legal Counsel



## ENVIRONMENTAL PROTECTION AGENCY

## JANUARY 2000 REGULATORY AGENDA

Illinois Environmental Protection Agency  
1021 North Grand Avenue East  
P.O. Box 19276  
Springfield, IL 62794-9276  
Telephone: 217-782-5544

G) Related Rulemakings and other pertinent information: None.

e) Part(s) (Heading and Code Citation): Procedures to be Followed in the Performance of Inspections of Motor Vehicles Emissions, 35 Ill. Adm. Code 276

1) Rulemaking: No docket presently reserved.

A) Description: The Illinois Environmental Protection Agency (Agency) and its vehicle test contractor have begun Enhanced Vehicle Inspection and Maintenance (Enhanced I/M) testing under the Enhanced I/M test program required by the federal Clean Air Act [42 USC 7401] and the Vehicle Emissions Inspection Law of 1995 [625 ILCS 5/13B-1] in February 1999. The Agency has recently adopted amendments to part 276 which provided the necessary procedures for Enhanced I/M testing to begin. However, the Agency anticipates that experience gained through actual vehicle testing will identify adjustments and clarifications which will need to be made to the procedures contained in the current rules, and therefore, a new rulemaking may be required. Specific elements of this rulemaking are anticipated to be amendments to exhaust test procedures, and equipment calibration and maintenance procedures.

B) Statutory Authority: 625 ILCS 5/13B-20 and 415 ILCS 5/27 & 28.

C) Scheduled meeting/hearing dates: No meetings or hearings are scheduled at this time. Once the proposal is filed, the Agency anticipates holding one informational meeting in Spring 2000.

D) Date agency anticipates First Notice: Spring 2000

E) Affect on small businesses, small municipalities or not for profit corporations: The Agency presently anticipates that this proceeding may affect small businesses, small municipalities, and not-for-profit corporations to the extent they own or operate motor vehicles that are subject to the amended regulations. The Agency anticipates that the effect of these proposed amendments would be positive, since

## ENVIRONMENTAL PROTECTION AGENCY

## JANUARY 2000 REGULATORY AGENDA

the amendments will be designed to provide for a more accurate, efficient vehicle emissions test.

F) Agency contact person for information:

Name: Christopher P. Demeroukas, Atty.  
Address: Illinois Environmental Protection Agency  
1021 North Grand Avenue East  
P.O. Box 19276  
Springfield, IL 62794-9276  
Telephone: 217-782-5544

G) Related Rulemaking and other pertinent information: Anticipated amendments to 35 Ill. Adm. Code 240 may impact the provisions anticipated to be in the proposed amendments to Part 276.

f) Part(s) (Heading and Code Citation): Accreditation and Operation of Environmental Laboratories, 35 Ill. Adm. Code 186

1) Rulemaking:

A) Description: The Illinois Environmental Protection Agency (IEPA) is preparing a rulemaking proposal to amend 35 Ill. Adm. Code 186 to respond to a recent audit of the Illinois EPA/Division of Laboratories (DOL) Environmental Laboratory Accreditation Program (IL ELAP) by the United States Environmental Protection Agency's National Environmental Laboratory Accreditation Program (NELAP), and to recent changes to the National Environmental Laboratory Accreditation (NELAC) standards. The proposed amendments to the IEPA's rules in Part 186 are required for the IL ELAP to become a NELAP-approved program.

B) Statutory Authority: Implementing and authorized by Sections 4(o) and 4(p) of the Illinois Environmental Protection Act [415 ILCS 5/4(o) and 5/4(p)].

C) Schedule meeting/hearing dates: The IEPA met with Ad-hoc Environmental Laboratory Advisory Committee in July 1999.

D) Date agency anticipates First Notice: March 1, 2000

E) Affect on small businesses, small municipalities or not for profit corporations: This rulemaking will allow commercial laboratories in Illinois to compete with commercial laboratories in other NELAP approved states. In absence of this rulemaking, the IL ELAP would not be approved for NELAP, putting Illinois' commercial laboratories at a

## ENVIRONMENTAL PROTECTION AGENCY

## JANUARY 2000 REGULATORY AGENDA

competitive disadvantage with commercial laboratories in other NELAP approved states.

F) Agency contact person for information:

Name: Ron Turpin, Manager  
Laboratory Accreditation Section  
Division of Laboratories  
Illinois Environmental Protection Agency

Address: 1021 North Grand Avenue East

P.O. Box 19276

Springfield, IL 62794-9276

Telephone: 217-785-7475

G) Related Rulemaking and other pertinent information: None.g) Part(s) (Heading and Code Citation): Technical Policy Statements, 35 Ill. Adm. Code 651-654.1) Rulemaking:

A) Description: The amendments to these Illinois EPA rules will update definitions and explanations of administrative procedures and provide current information to owners, operators and official custodians of public water supplies. More recent design and operational criteria will be incorporated to provide information necessary for the design, operation and maintenance of public water supplies and to facilitate the permitting process.

The amendments to these Illinois EPA rules will also incorporate technical, financial, and managerial requirements for new public water supplies (PWS). The proposed amendments are required by the 1996 amendments to the federal Safe Drinking Water Act (SDWA). On May 22, 1998, the Illinois General Assembly passed SB 545 which, inter alia, amends Sections 15 and 18 of the Environmental Protection Act (Act) [415 ILCS 5/15 and 5/18] to require that new PWS have the technical, financial, and managerial capacity to meet federal and State Drinking water regulations. The Governor signed this bill into law on August 14, 1998.

B) Statutory Authority: Implementing and authorized by Sections 14 through 19 of the Illinois Environmental Protection Act [415 ILCS 5/14 through 19].

C) Scheduled meeting/hearing dates: The IEPA has not yet scheduled meetings or hearings on this proposal.

## ENVIRONMENTAL PROTECTION AGENCY

## JANUARY 2000 REGULATORY AGENDA

D) Date agency anticipates First Notice: June 30, 2000

E) Affect on small businesses, small municipalities and not for profit corporations: These amendments will generally benefit small businesses, small municipalities and not-for-profit entities by clarifying the requirements for operations and permits. There may be some additional reporting requirements. These amendments may also affect new small businesses, new small municipalities, and new not-for-profit corporations in Illinois to the extent the affected entities own or operate a "public water supply", as defined by Section 3.28 of the Act, i.e., it has at least fifteen service connections or regularly serves an average of at least 25 individuals daily at least 60 days out of the year, or it is assisting a public water supply to demonstrate compliance.

F) Agency contact person for information:

Name: Lou Allyn Byus  
Field Operations Section  
Division of Public Water Supplies  
Bureau of Water  
Illinois Environmental Protection Agency

Address: 1021 North Grand Avenue East

P.O. Box 19276

Springfield, IL 62794-9276

Telephone: 217-782-8653

G) Related Rulemaking and other pertinent information: None.h) Part(s) (Heading and Code Citation): Procedures for Issuing Loans from the Public Water Supply Loan Program, 35 Ill. Adm. Code 662.1) Rulemaking:

A) Description: The Illinois Environmental Protection Agency (IEPA) is preparing a rulemaking proposal to establish a Drinking Water State Revolving Loan Program that will enable the IEPA to make loans to privately owned community water supplies.

B) Statutory Authority: Implementing and authorized by Section 19.4 of the Illinois Environmental Protection Act [415 ILCS 5/19.4].

C) Scheduled meeting/hearing dates: The IEPA has not yet scheduled meetings or hearings on this proposal.

## ENVIRONMENTAL PROTECTION AGENCY

## JANUARY 2000 REGULATORY AGENDA

D) Date agency anticipates First Notice: May 1, 2000

E) Affect on small businesses, small municipalities and not for profit corporations: This rulemaking will benefit certain small businesses and not-for-profit entities by allowing them to apply for low interest loans from the Public Water Supply Loan Program. Small municipalities will be seeking loans from the same program as small businesses and not-for-profit entities.

F) Agency contact person for information:

Name: Ronald Drainer  
Manager, Infrastructure Financial Assistance  
Program  
Bureau of Water  
Illinois Environmental Protection Agency  
Address: 1021 North Grand Avenue East  
P.O. Box 19276  
Springfield, IL 62794-9276  
Telephone: 217-782-8653

G) Related Rulemaking and other pertinent information: None.

i) Part(s) (Heading and Code Citation): Design Criteria for Sludge Application on Land, 35 Ill. Adm. Code 391.

1) Rulemaking:

A) Description: This rulemaking amends the Illinois procedures for sludge application on land to make them consistent with Federal requirements.

B) Statutory Authority: 415 ILCS 5/11(b) and 39(b).

C) Scheduled meeting/hearing dates: The IEPA has not yet scheduled meetings or hearings on this proposal.

D) Date agency anticipates First Notice: March 1, 2000

E) Affect on small businesses, small municipalities and not for profit corporations: These amendments impose new requirements for any small businesses, small municipality or not-for-profit corporation that generates, uses or distributes sludge for application on land.

F) Agency contact person for information:

Name: Alan Keller, P.E.  
Bureau of Water

## ENVIRONMENTAL PROTECTION AGENCY

## JANUARY 2000 REGULATORY AGENDA

Illinois Environmental Protection Agency

Address: 1021 North Grand Avenue East  
P.O. Box 19276  
Springfield, IL 62794-9276  
Telephone: 217-782-8653

G) Related Rulemaking and other pertinent information: The Agency is preparing a rulemaking proposal for filing with the Illinois Pollution Control Board, Standards for Sludge Management, 35 Ill. Adm. Code 313, that sets substantive requirements for land application of sludge, including limitations on pollutant concentrations.

j) Part(s) (Heading and Code Citation): Operation of the Hazardous Waste Fee System, 35 Ill. Adm. Code 855.

1) Rulemaking:

A) Description: Amendments to this Part became necessary as a result of amendments to 35 Ill. Adm. Code 809. The amendments are not substantive in nature. They are merely to correct inconsistencies in cross-references that were created by amendments to Part 809.

B) Statutory Authority: Sections 22.2(c) of the Environmental Protection Act [415 ILCS 5/22.2(c)].

C) Scheduled meeting/hearing dates: None at this time. Date agency anticipates First Notice: May 2000

D) Affect on small businesses, small municipalities and not for profit corporations: The Illinois Environmental Protection Agency does not anticipate that small businesses, not-for-profit corporations, or small municipalities will be affected by this rule.

F) Agency contact person for information:

Name: Kimberly A. Geving  
Division of Legal Counsel  
Illinois Environmental Protection Agency  
Address: 1021 North Grand Avenue East  
P.O. Box 19276  
Springfield, IL 62794-9276  
Telephone: 217-782-5544

G) Related Rulemaking and other pertinent information: None



## DEPARTMENT OF HUMAN SERVICES

## JANUARY 2000 REGULATORY AGENDA

- a) Part(s) (Heading and Code Citation): 2 Ill. Adm. Code 1175/Public Information, Rulemaking, Department Organization

1) Rulemaking: Amended

A) Description: This Part will be amended to update the Sections on Public Information.

B) Statutory Authority: Implementing and authorized by the Department of Human Services Act [20 ILCS 1305].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: February, 2000

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

- b) Part(s) (Heading and Code Citation): 2 Ill. Adm. Code 1176

1) Rulemaking: Amend

A) Description: This rulemaking revised the rules on the Freedom of Information Act. These amendments clarify when FOIA requests are to be sent within DHS, how the Department responds, where inspection of records may take place and charges for records.

B) Statutory Authority: Implementing the Freedom of Information Act [5 ILCS 140] and Section 5-15 of the Illinois Administrative Procedure Act [5 ILCS 100/5-15] and authorized by Section 3 of the Disabled Persons Rehabilitation Act [20 ILCS 2405/3]

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

## DEPARTMENT OF HUMAN SERVICES

## JANUARY 2000 REGULATORY AGENDA

- D) Date agency anticipates First Notice: February, 2000

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

- c) Part(s) (Heading and Code Citation): 59 Ill. Adm. Code 50/Office of Inspector General Investigations of Alleged Abuse or Neglect and Deaths in State-Operated and Community Agency Facilities.

1) Rulemaking:

A) Description:

1. Amendments will be proposed for clarification and consistency purposes.

2. Clarify definitions and reporting requirements.

B) Statutory Authority: Implementing and authorized by Section 6.2 of the Abused and Neglected Long Term Care Facilities Reporting Act [210 ILCS 30/6.2].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: November 1999

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

## DEPARTMENT OF HUMAN SERVICES

## JANUARY 2000 REGULATORY AGENDA

G) Related rulemakings and other pertinent information: none

d) Part(s) (Heading and Code Citation): 59 Ill. Adm. Code 51/Office of Inspector General: Abuse of Adults with Disabilities

1) Rulemaking: New

A) Description: This rulemaking will create the rules to implement the program components required by the Abuse of Adults with Disability Act.

B) Statutory Authority: Implementing the Abuse of Adults with Disability Act [SBEIE]

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: June 2000

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: none

e) Part(s) (Heading and Code Citation): 59 Ill. Adm. Code 101/Administration

1) Rulemaking:

A) Description:

1. Eliminate unnecessary language and outdated references.
2. Update statement references, and current process.

B) Statutory Authority: Implementing Section 2-105 of the Mental Health and Developmental Disabilities Code [405 ILCS 5/2-105], Sections 6, 18.1, 20 and 22 of the Department of Mental Health and Developmental Disabilities Act [20 ILCS 1705/6, 18.1, 20 and 22], Section 3.06 of the Specialized Living Centers Act [405 ILCS

## DEPARTMENT OF HUMAN SERVICES

## JANUARY 2000 REGULATORY AGENDA

25/3.06], Section 4A-101 of the Illinois governmental Ethics Act [5 ILCS 100/10-5], Sections 7 and 8 of the Illinois rant Funds Recovery Act [30 ILCS 705/7 and 8] and Bogard et al. V. Bradley et al. Consent decree (88 C 2414, U.S.D.C., N.C. IL (June 2, 1993)) and Section 10-5 of the Illinois Administrative Procedure Act [5 ILCS 100/10-5] and authorization by Section 5-104 of the Mental Health and Developmental Disabilities Code [405 ILCS 5/5-104] and Section 5 of the Department of Mental Health and Disabilities Administrative Act [20 ILCS 1705/5] and Section 10-10 of the Illinois Administrative Procedure Act [5 ILCS 100/10-10].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: June 2000

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

f) Part(s) (Hearing and Code Citation): 59 Ill. Adm. Code 102/Department Facilities and Grounds

1) Rulemaking:

A) Description: Eliminate unnecessary language and update entire rule.

B) Statutory Authority: Section 102.10 implementing and authorized by Section 5-104 of the Mental Health and Developmental Disabilities Code [405 ILCS 5/5-104] and Sections 4 and 5 of the Mental Health and Developmental Disabilities Administrative Act [20 ILCS 1705/4 and 5]; Section 102.30 authorized by Section 5-104 of the Mental Health and Developmental Disabilities Code [405 ILCS 5/5-104] and Section 5 of the Mental Health and Developmental Disabilities Administrative Act [20 ILCS 1705/5].

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C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: June 2000

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:  
Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

g) Part(s) (Heading and Code Citation): 59 Ill. Adm. Code 103/Grants

1) Rulemaking:

A) Description: Amend to reflect current process.

B) Statutory Authority: Implementing Section 15, 34 and 34.1 of the Mental Health and Developmental Disabilities Administrative Act [20 ILCS 15, 34 and 34.1] and the Community Services Act [405 ILCS 30] and authorized by Section 5-104 of the Mental Health and Developmental Disabilities Code [405 ILCS 5/5-104] and Section 5 of the Mental Health and Developmental Disabilities Administrative Act [20 ILCS 1705/5].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: June 2000

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:  
Susan Weir, Bureau Chief  
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Department of Human Services  
100 South Grand Avenue East

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Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

h) Part(s) (Heading and Code Citation): 59 Ill. Adm. Code 106/Services Charges

1) Rulemaking:

A) Description: Eliminate unnecessary language and update entire rule.

B) Statutory Authority: Implementing Chapter 5 of the Mental Health and Developmental Disabilities Administrative Code [405 ILCS 5/Chap. 5] and Section 11 of the Mental Health and Developmental Disabilities Confidentiality Act [740 ILCS 110/11], and authorized by Section 5-104 of the Mental Health and Developmental Disabilities Code [405 ILCS 5/5-104] and Section 5 of the Mental Health and Developmental Disabilities Administrative Act [20 ILCS 1705/5].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: June 2000

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:  
Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

i) Part(s) (Heading and Code Citation): 59 Ill. Adm. Code 108/Education and Training

1) Rulemaking:

A) Description: Eliminate unnecessary language and update entire rule.

B) Statutory Authority: Implementing and authorized by Section 5-104



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of the Mental Health and Developmental Disabilities Administrative Code [405 ILCS 5/5-104], Section 5 of the Mental Health and Developmental Disabilities Administrative Act [20 ILCS 1705/5] and Section 14-8.01 of the School Code [105 ILCS 5/14-8.01]; Subpart D implementing Section 3-203 of the Nursing Home Care Act [210 ILCS 45/3-203]; Section 108.300 implementing Section 10-22.6 of the School Code [105 ILCS 5/10-22.6].

C) Scheduled Meeting/Hearing Date: Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: June 2000

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

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Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

J) Part(s) (Heading and Code Citation): 59 Ill. Adm. Code 110/Recipient's Property

1) Rulemaking:

A) Description: Eliminate unnecessary language and update entire rule.

B) Statutory Authority: Implementing Section 20 of the Mental Health and Developmental Disabilities Administrative Act [20 ILCS 1705/20] and authorized by Section 5-104 of the Mental Health and Developmental Disabilities Administrative Code [405 ILCS 5/5-104] and by Section 5 of the Mental Health and Developmental Disabilities Administrative Act [20 ILCS 1705/5].

C) Scheduled Meeting/Hearing Date: Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

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D) Date agency anticipates First Notice: June 2000

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

F) Related rulemakings and other pertinent information: None

K) Part(s) (Heading and Code Citation): 59 Ill. Adm. Code 111/Recipient Rights

1) Rulemaking:

A) Description: Amend to reflect current Department structure and staff references.

B) Statutory Authority: Section 111.10 implementing 29 USC 794 (1995) and 45 CFR 84 (1994); Section 111.20 implementing Americans with Disabilities Act (42 U.S.C. 12101 et seq.) Sections 2-102(a), 3-204, 3-205 and 4-205 of the Mental Health and Developmental Disabilities Code [405 ILCS 5/2-102(a), 3-204, 3-205 and 4-205]; Section 111.25 implementing Sections 2-102(a), 3-204, 3-205 and 4-230 of the Mental Health and Developmental Disabilities Code [405 ILCS 5/2-1102(a), 3-204, 3-205 and 4-205]; Section 111.30 implementing the National Voter Registration Act of 1993 (42 USC 1973gg (1995)); AUTHORIZED BY Section 5-104 of the Mental Health and Developmental Disabilities Code [405 ILCS 5/5-104] and Section 5 of the Mental Health and Developmental Disabilities Act [20 ILCS 1705/5].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: June 2000

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

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Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

- 1) Part(s) (Heading and Code Citation): 59 Ill. Adm. Code 112/Treatment and Rehabilitation Services.

1) Rulemaking:A) Description:

1. Amendments to regulate the use of psychotropic medications in state-operated mental health facilities.
2. Update clinical references, respective practice acts and the committee assigned functional authority to fulfill the requirements of 20 ILCS 1705, Section 5.1.

B) Statutory Authority: Implementing Sections 3-207, 3-405, 3-903, 3-910, 4-209, 4-312, 4-704 and 4-709 of the Mental Health and Developmental Disabilities Code [405 ILCS 5/3-207, 3-405, 3-903, 3-910, 4-209, 4-312, 4-704 and 4-709] and Sections 5.1 and 7 of the Mental Health and Developmental Disabilities Administrative Act [20 ILCS 1705/5.1 and 7] and authorized by Section 5-104 of the Mental Health and Developmental Disabilities Code [405 ILCS 5/5-104] and Section 5 of the Mental Health and Developmental Disabilities Administrative Act [20 ILCS 1705/5].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: December 1999

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
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100 South Grand Avenue East  
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G) Related rulemakings and other pertinent information: none

- m) Part(s) (Heading and Code Citation): 59 Ill. Adm. Code 115/Standards and Licensure Requirements for Community-Integrated Living Arrangements

1) Rulemaking:

A) Description: Add language setting special requirements for host family settings and change DD medication administration requirements.

B) Statutory Authority: Implementing the Community-Integrated Living Arrangements Licensure and Certification Act [2210 ILCS 135] and the Health Care Worker Background Check Act [225 ILCS 46] and authorized by Section 5-104 of the Mental Health and Developmental Disabilities Code [405 ILCS 5/5-104] and Section 5 of the Department of Mental Health and Developmental Disabilities Act [20 ILCS 1705/5].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: June 2000

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
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Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

- n) Part(s) (Heading and Code Citation): 59 Ill. Adm. Code 119/Minimum Standards For Certification of Developmental Training Programs

1) Rulemaking:

A) Description: Amend to conform with current HCFA requirements and modify to include other day programs.

B) Statutory Authority: Implementing Section 15.2 of the Mental

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Health and Developmental Disabilities Administrative Act [20 ILCS 1705/15.2] and the Health Care Worker Background Check Act [225 ILCS 46] and authorized by the Mental Health and Developmental Disabilities Administrative Act.

- C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

- D) Date agency anticipates First Notice: June 2000

- E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

- G) Related Rulemakings and other pertinent information: None

- o) Part(s) (Heading and Code Citation): 59 Ill. Adm. Code 120/Medicaid Home and Community-Based Services Waiver Program for Individuals with Developmental Disabilities.

1) Rulemaking:

- A) Description: Incorporate changes resulting from recent federal audit of the waiver programs.

- B) Statutory Authority: Implementing Section 3 of the Community Services Act [405 ILCS 30/3] and Section 5-1 through 5-11 of the Public Aid Code [305 ILCS 5/5-1 through 5-11] and authorized by Sections 5-104 of the Mental Health and Developmental Disabilities Code [405 ILCS 5/5-104] and Section 5 of the Mental Health and Developmental Disabilities Administrative Act.

- C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

- D) Date agency anticipates First Notice: June 2000

- E) Affect on small businesses, small municipalities or not for

## DEPARTMENT OF HUMAN SERVICES

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profit corporations: None

- F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

- G) Related rulemakings and other pertinent information: None

- p) Part(s) (Heading and Code Citation): 59 Ill. Adm. Code 121/Early Intervention

1) Rulemaking: Repeal

- A) Description: These rules will be replaced by the new 89 Ill. Adm. Code 500 - Early Intervention rules that are currently under review.

- B) Statutory Authority: Implementing and authorized by Section 9 of the Early Intervention Services System Act [325 ILCS 20/9].

- C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

- D) Date agency anticipates First Notice: 02/01/00

- E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

- G) Related rulemakings and other pertinent information: None

- q) Part(s) (Heading and Code Citation): 59 Ill. Adm. Code 122/Certification under Medicaid Rehabilitation Option For Early Intervention Programs.

1) Rulemaking: Repeal

- A) Description: These rules will be replaced by the new 89 Ill. Adm. Code 500 - Early Intervention rules that are currently under



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## review.

B) Statutory Authority: Implementing and authorized by Section 9 of the Early Intervention Services System Act [325 ILCS 20/9].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: 02/01/00

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

r) Part(s) (Heading and Code Citation): 59 Ill. Adm. Code 125/Recipient Discharge/Linkage/Aftercare.

1) Rulemaking:

A) Description: Revise to reflect state-of-the-art practices regarding linkage of persons to community provider programs.

B) Statutory Authority: Implementing and authorized by Section 5-104 of the Mental Health and Developmental Disabilities Code [405 ILCS 5/5-104] and Sections 5, 15, 15.1, 15a, 15b and 16 of the Mental Health and Developmental Disabilities Administrative Act [20 ILCS 1705/5, 15, 12.1, 15a, 15b and 16].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: June 2000

E) Affect on small businesses, small municipalities or not for profit corporations: None

## DEPARTMENT OF HUMAN SERVICES

## JANUARY 2000 REGULATORY AGENDA

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

s) Part(s) (Heading and Code Citation): 59 Ill. Adm. Code 132/Medicaid Community Mental Health Services Program

1) Rulemaking:A) Description:

1. Amendments to re-write and update the language throughout the rule for consistency and clarity.

2. Clarify role of Department in post-payment revisions, update entire rule.

B) Statutory Authority: Implementing and authorized by the Community Services Act [405 ILCS 30] and Section 15.3 of the Mental Health and Developmental Disabilities Administrative Act [20 ILCS 1705/15.3].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: September 1999

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

t) Part(s) (Heading and Code Citation): 59 Ill. Adm. Code 258/Standards and Requirements for Pre-Admission Screening and Participating Mental Health

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## Centers.

1) Rulemaking:A) Description: Repeal

B) Statutory Authority: Implementing Sections 3-207, 3-208, 3-300, 3-400, 3-405, 3-502, 3-504, 3-601, 3-601.1, 3-603, 3-606, 3-607, 3-702, 3-7004, 3-706, 3-810, 3-811, 3-812, 3-902 and 3-909 [405 ILCS 5/3-207, 3-208, 3-300, 3-400, 3-405, 3-502, 3-504, 3-601, 3-601.1, 3-603, 3-606, 3-607, 3-702, 3-7004, 3-706, 3-810, 3-811, 3-812, 3-902, and 3-909] and authorized by Section 5-104 of the Mental Health and Developmental Disabilities Code [405 ILCS 5/5-104] and Section 5 of the Mental Health and Developmental Disabilities Administrative Act [20 ILCS 1705/5].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: June 2000

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

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Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

u) Part(s) (Heading and Code Citation): 59 Ill. Adm. Code 299/Sexually Violent Persons

1) Rulemaking:A) Description: Clarify condition release provision.

B) Statutory Authority: Implementing and authorized by the Sexually Violent Persons Commitment Act [725 ILCS 20].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois

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## Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: June 2000

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

v) Part(s) (Heading and Code Citation): 77 Ill. Adm. Code 630/Maternal and Child Health Services Code

1) Rulemaking:

A) Description: The purpose of this rulemaking is to revise the portions of the MCH Code that present requirements for grant administration and recordkeeping.

B) Statutory Authority: Implementing the Developmental Disability Prevention Act [410 ILCS 250], the Lead Poisoning Prevention Act [410 ILCS 45], the Phenylketonuria Testing Act [410 ILCS 240], the Autopsy Act [410 ILCS 505], the Infant Mortality Reduction Act [410 ILCS 220], the Problem Pregnancy Health Services and Care Act [410 ILCS 230], and authorized by Section 55.05 of the Civil Administrative Code of Illinois [20 ILCS 2310/55.05].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: December 1999

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East

## DEPARTMENT OF HUMAN SERVICES

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Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: none

w) Part(s) (Heading and Code Citation): 77 Ill. Adm. Code 2030/Award and Monitoring of Funds

1) Rulemaking:

A) Description:

1. Amendments to completely re-write and update the language of the rule for consistency and clarity.

2. Rule will either be repealed and rewritten or significantly amended in almost every section to reflect enhancement and streamlining of contracting and disbursement of funds.

B) Statutory Authority: Authorized by the Illinois Alcoholism and Other Drug Abuse and Dependency Act [20 ILCS 301].

C) Scheduled Meeting/Hearing Date: DHS anticipates conducting at least two public hearings during the rulemaking process; however, dates have not yet been determined.

D) Date agency anticipates First Notice: not yet determined.

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: none

x) Part(s) (Heading and Code Citation): 77 Ill. Adm. Code 2075, Controlled Substances Activities

1) Rulemaking: Repeal

A) Description: Part 2075 is obsolete and is no longer used.

B) Statutory Authority: Implementing and authorized by Section 508(b) of the Illinois Controlled Substances Act [720 ILCS

## DEPARTMENT OF HUMAN SERVICES

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570/508(b)].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: 3/1/00

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

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Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: none

y) Part(s) (Heading and Code Citation): 77 Ill. Adm. Code 2090/Subacute and Substance Abuse Treatment Services [Medicaid Program Standards]

1) Rulemaking:

A) Description: Establishes standards for certification of providers to bill for substance abuse treatment services. Being amended to cover additional services.

B) Statutory Authority: Implementing and authorized by Section 5-10 of the Alcoholism and Other Drug Abuse and Dependency Act [20 ILCS 301/5- 10].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: 04/01/00

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

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Bureau of Administrative Rules and Procedures  
Department of Human Services



## DEPARTMENT OF HUMAN SERVICES

## JANUARY 2000 REGULATORY AGENDA

100 South Grand Avenue East  
Springfield, Illinois 62762

- G) Related rulemakings and other pertinent information: none

- 2) Part(s) (Heading and Code Citation): 77 Ill. Adm. Code 2200, School Based/Linked Health Centers

1) Rulemaking: Amendment

- A) Description: To clarify certification standards set forth in this rule. This change will reflect recent changes in Department of Public Aid's Part 140. These rules need to be consistent with each other.

- B) Statutory Authority: Implementing the Developmental Disability Prevention Act [410 ILCS 250], the Lead Poisoning Prevention Act [410 ILCS 45], the Infant Mortality Reduction Act [410 ILCS 220] and the Problem Pregnancy Health Services Care Act [410 ILCS 230] and authorized by Sections 80-15 and 80-30 of the Department of Human Services Act [20 ILCS 1305/80-15 and 8-30].

- C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

- D) Date agency anticipates First Notice: 02/01/00

- E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

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Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

- G) Related rulemakings and other pertinent information: none

- aa) Part(s) (Heading and Code Citation): 89 Ill. Adm. Code 112/Temporary Assistance for Needy Families

1) Rulemaking:

- A) Description:

## DEPARTMENT OF HUMAN SERVICES

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1. Revise Earnfare eligibility to extend it to non-custodial parents of children who do not receive TANF, such as those who receive just MANG for food stamps, in addition to those who receive TANF and expand the type of activities in which a client can be involved.

2. Revise current rule to eliminate eligibility of the parent or the parent or other caretaker for adult-only cash benefits when the only "eligible" child receives SSI.

3. Revise current filing unit rule to exclude the mother from TANF benefits when the mother and newborn are participating in an alternative residential program and the mother's needs are covered by the Department of Corrections.

4. Eliminate TANF assistance for adults whose only eligible child receives SSI.

5. Revises current rule to provide an exemption from the 60-month TANF limit for a person who is receiving assistance and caring for a severely disabled child to keep the child from being institutionalized.

6. This allows DHS to provide TANF cash benefits for the babies and not the women whose needs are met by the correctional facility. (The women may or may not be eligible for medical benefits for themselves, depending on Medicaid policy.) This change is proposed as a Department Initiative to codify current practice.

- B) Statutory Authority: Implementing Article IV and authorized by Section 12-13 of the Illinois Public Aid Code [305 ILCS 5/Art. IV and 12-13].

- C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

- D) Date agency anticipates First Notice: June 2000

- E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

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Department of Human Services  
100 South Grand Avenue East

## DEPARTMENT OF HUMAN SERVICES

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G) Related rulemakings and other pertinent information: None

bb) Part(s) (Heading and Code Citation): 89 Ill. Adm. Code 113/Increase the grant adjustment allowance and sheltered care rates.

1) Rulemaking:

A) Description: Increases the grant adjustment allowance and the sheltered care rates by the amount of the January 2001 SSA/SSI cost of living adjustment. The increase allows AABD cash clients to realize their Social Security benefit increase.

B) Statutory Authority:

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act (5 ILCS 100)

D) Date agency anticipates First Notice: March 2000 Proposed Rulemaking Submitted to BARP - November 2000 (Notice of the amount of the Social Security cost of living adjustment not received before 11/99).

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

cc) Part(s) (Heading and Code Citation): 89 Ill. Adm. Code 121/Food Stamps

1) Rulemaking:

A) Description:

1. When determining net income, change the multiplier from 82% to 80%.

2. Benefit amounts are adjusted annually based on 100% of USDA's

## DEPARTMENT OF HUMAN SERVICES

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Thrifty Food Plan.

3. During the eligibility interview, the following will occur: an assessment of employability, an employability plan and the orientation to the Food Stamp Employment and Training Program. The orientation will consist of a verbal explanation of the program as well as the issuance of a brochure that explains the program.

Nonexempt individuals may be assigned to the Job Search Activity, for up to 8 weeks, upon approval of the food stamp application. The Job Search Activity does not meet the work requirement for food stamps unless it is part of the Work Experience, Earnfare, or the Illinois Works Activities. Supportive service payments for transportation expenses may be issued when an individual is in the Job Search Activity.

Raises the amount of the maximum excess shelter deduction to \$300 for households not having a qualifying member.

4. Sections 121.90 & 121.91 will be repealed because of the change in monthly reporting. Monthly reporting will no longer be used. With quarterly reporting, the information reported on the quarterly report form and the client's estimate of anticipated changes is used to determine food stamp eligibility and benefit level for the three (3) month period following receipt of the form. These rules will be expended in a new section.

5. This rulemaking expands the use of quarterly reporting to food stamp households having earnings or recent earnings. Monthly reporting will no longer be used. With quarterly reporting, the information reported on the quarterly report form and the client's estimate of anticipated changes is used to determine food stamp eligibility and benefit level for the three (3) month period following receipt of the form.

6. Amend to reflect wideness of EBT.

B) Statutory Authority: Implementing Sections 12-4.4 through 12-4.6 and authorized by Section 12-13 of the Illinois Public Aid Code [305 ILCS 5/12-4.4 through 12-4.6 and 12-13].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: 2/1/00

## DEPARTMENT OF HUMAN SERVICES

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- E) Affect on small businesses, small municipalities or not for profit corporations: None
- F) Agency contact person for information:  
Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762
- G) Related rulemakings and other pertinent information: Part 121.90, 121.91, 121.92, 121.93, 121.145

dd) Part(s) (Heading and Code Citation): 89 Ill. Adm. Code 310, General Program Provisions

1) Rulemaking: Amend

- A) Description: Update references and legal terminology.
- B) Statutory Authority: Implementing and authorized by Section 80-30 of the Department of Human Services Act [20 ILCS 1305/80-30] and Section 3-1 of the Juvenile Court Act [705 ILCS 405/3-1].
- C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: 11/01/00

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: none

ee) Part(s) (Heading and Code Citation): 89 Ill. Adm. Code 334, General Program Provisions

1) Rulemaking: Amend

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- A) Description: Remove referenced to programs that no longer exist.
- B) Statutory Authority: Implementing [20 ILCS 505/17 and 17a] and authorized by An Act to create the Department of Human Services [20 ILCS 1305/80-30].
- C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]
- D) Date agency anticipates First Notice: 11/01/00
- E) Affect on small businesses, small municipalities or not for profit corporations: None
- F) Agency contact person for information:  
Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762
- G) Related rulemakings and other pertinent information: none

ff) Part(s) (Heading and code Citation): 89 Ill. Adm. Code 527, Misspent Funds

1) Rulemaking: Amend

A) Description: This Part will be amended to clarify the procedures for reclaiming misspent funds in the Office of Rehabilitation Services. The amendments will also clarify the individuals rights to appeal any proposed action for DHS.

B) Statutory Authority: Implementing the Illinois Grant Funds Recovery Act [30 ILCS 705] and authorized by Section 3(k) of the Disabled Persons Rehabilitation Act [20 ILCS 2405/3].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: September 2000

E) Affect on small businesses, small municipalities or not for profit corporations: May impact these entities if they have a contract with ORS.



## DEPARTMENT OF HUMAN SERVICES

## JANUARY 2000 REGULATORY AGENDA

- F) Agency contact person for information:  
Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762
- G) Related rulemakings and other pertinent information: None
- gg) Part(s) (Heading and Code Citation): 89 Ill. Adm. Code 553
- 1) Rulemaking: Amend
- A) Description: This Part will be amended to clarify the documentation needed for Eligibility Documentation and to further clarify the Eligibility policies of Vocational Rehabilitation.
- B) Statutory Authority: Implementing and authorized by Section 3(a), (b) and (k) of the Disabled Persons Rehabilitation Act [20 ILCS 2405/3 (a), (b) and (k)].
- C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]
- D) Date agency anticipates First Notice: March 2000
- E) Affect on small businesses, small municipalities or not for profit corporations: None
- F) Agency contact person for information:  
Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762
- G) Related rulemakings and other pertinent information: None
- hh) Part(s) (Heading and Code Citation): 89 Ill. Adm. Code 562.20, Definitions
- 1) Rulemaking: Amend
- A) Description: This rulemaking with add a definition of "Dependent Children" to this Section.

## DEPARTMENT OF HUMAN SERVICES

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- B) Statutory Authority: Implementing and Authorized by Section 3(a), (b), and (k) of the Disabled Persons Rehabilitation Act [20 ILCS 2405/3 (a) (b) and (k)].
- C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]
- D) Date agency anticipates First Notice: March 2000
- E) Affect on small businesses, small municipalities or not for profit corporations: None
- G) Agency contact person for information:  
Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62672
- G) Related rulemakings and other pertinent information: None
- ii) Part(s) (Heading and Code Citation): 89 Ill. Adm. Code 650 - Vending Facility Program for the Blind
- 1) Rulemaking: Amendment
- A) Description: Rules will be updated to more accurately reflect current practices.
- B) Statutory Authority: Implementing The Randolph-Sheppard Vending Stand Act (20 USC 107) and authorized by the Blind Persons Operating Vending Facilities Act [20 ILCS 2420/1]
- C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]
- D) Date agency anticipates First Notice: 03/01/00
- E) Affect on small businesses, small municipalities or not for profit corporations: None
- F) Agency contact person for information:

## DEPARTMENT OF HUMAN SERVICES

## JANUARY 2000 REGULATORY AGENDA

Susan Weir, Bureau Chief  
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Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

jj) Part(s) (Heading and Code Citation): 89 Ill. Adm. Code 553

1) Rulemaking: Amend

A) Description: This Part will be amended to clarify the documentation needed for Eligibility documentation and to further clarify the Eligibility policies of Vocational Rehabilitation.

B) Statutory Authority: Implementing and authorized by section 3(a),(b), and (k) of the disabled Persons Rehabilitation Act [20 ILCS 2405/3 (a), (b) and (k)].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: March 2000

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

kk) Part(s) (Heading and Code Citation): 89 Ill. Adm. Code 672/WIC Vendor Management Code

1) Rulemaking:

A) Description: The WIC Vendor Management Code will be amended to incorporate changes as reflected in the regulations governing the Special Supplemental Nutrition Program for WIC (7 CFR 246). The Federal regulations mandate implementing uniform sanctions

## DEPARTMENT OF HUMAN SERVICES

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intended to curb vendor-related fraud and abuse. The Federal amendments are in effective May 17, 1999, but are not required to be fully implemented until May 17, 2000.

B) Statutory Authority: Authorized by the WIC Vendor Management Act [410 ILCS 225].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: December 1999

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

ll) Part(s) (Heading and Code Citation): 89 Ill. Adm. Code 676/Program Description

1) Rulemaking:

A) Description: Amendments to change the definition of "home" to include homeless shelter.

B) Statutory Authority: Implementing and authorized by the Department of Human Services Act [20 ILCS 1305].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: September 1999

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

## DEPARTMENT OF HUMAN SERVICES

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Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

- G) Related rulemakings and other pertinent information: None

mm) Part(s) (Heading and Code Citation): 89 Ill. Adm. Code 676.30, Definitions

1) Rulemaking: Amend

- A) Description: This rulemaking would revise the definition of Physician to include nurse practitioner working under the supervision of an MD to sign the Physician Certification.

- B) Statutory Authority: Implementing Section 3 of the Disabled Persons Rehabilitation Act [20 ILCS 2405/3].

- C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

- D) Date agency anticipates First Notice:

- E) Affect on small businesses, small municipalities or not for profit corporations: None

- F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

- G) Related rulemakings and other pertinent information: None

nn) Part(s) (Heading and Code Citation): 89 Ill. Adm. Code 679/Determination of Need and Resulting Service Cost Maximums

1) Rulemaking:

A) Description:

1. Emergency amendment to increase service cost maximums to ensure that services are not diminished due to various vendor rate increases.

## DEPARTMENT OF HUMAN SERVICES

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2. This rulemaking will need to be amended to reflect Service Cost Maximums that are increased by legislative actions during the State budget cycle.

3. The rulemaking will amend this Section to increase the time period for service costs to exceed the Service Cost Maximums. The maximum period would be increased from 60 days to 90.

- B) Statutory Authority: Implementing and authorized by the Department of Human Services Act [20 ILCS 1305].

- C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

- D) Date agency anticipates First Notice: August 1999

- E) Affect on small businesses, small municipalities or not for profit corporations: None

- F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

- G) Related rulemakings and other pertinent information: None

oo) Part(s) (Heading and Code Citation): 89 Ill. Adm. Code 681, Prescreening

1) Rulemaking: Amend

- A) Description: This rulemaking will amend this Part to revise some policies and Sections which cover Prescreening.

- B) Statutory Authority: Implementing Section 3 of the Disabled Persons Rehabilitation Act [20 ILCS 2405/3].

- C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

- D) Date agency anticipates First Notice:

- E) Affect on small businesses, small municipalities and not for



## DEPARTMENT OF HUMAN SERVICES

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profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

pp) Part(s) (Heading and Code Citation): 89 Ill. Adm. Code 682/Financial Eligibility Criteria

1) Rulemaking:

A) Description:

1. Revisions regarding the spousal impoverishment language for clarity.

2. Amendments to address the issue of whether parents receiving funds for providing for a child with a disability through the Department of Children and Family Services should be eligible for the Home Services Program.

B) Statutory Authority: Implemented and authorized by the Department of Human Services Act [20 ILCS 1305].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: September 1999

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

## DEPARTMENT OF HUMAN SERVICES

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qq) Part(s) (Heading and Code Citation): 89 Ill. Adm. Code 684, Service Planning and Provision

1) Rulemaking: Amend

A) Description:

1) This Part will be amended to allow eligibility to be determined more quickly and allow customers to receive services quicker. Other Sections will be revised to remove the requirement per annual review of higher cost services and to allow the counselor to extend services.

2) This rulemaking will amend this Section to remove paragraphs which impact the provision of Home Services to persons who are receiving Vocational Services.

B) Statutory Authority: Implementing Section 3 of the Disabled Persons Rehabilitation Act [20 ILCS 2405/3]

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: February 2000

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

rr) Part(s) (Heading and Code Citation): 89 Ill. Adm. Code 686/Provider Requirements, Type Service and Rates of Payment

1) Rulemaking:

A) Description:

1. Amendment to clarify the definition of who can and cannot provide services as a PA.

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2. Amendments to include Adult Day Care as a service allowed under the AIDS Waiver program.
3. Amendments relating to the issue(s) of abuse and neglect as a result of the HCFA audit findings under the DD Waiver.
4. This Part will be amended to update the rules regarding Case Management Services to Persons with AIDS.
5. This Part will be amended to update the rules for Case Management Services to Persons with Brain Injuries.
- B) Statutory Authority: Implementing and authorized by the Department of Human Services Act [20 ILCS 1305].
- C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: September 1999

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

ss) Part(s) (Heading and Code Citation): New Rule

1) Rulemaking:

A) Description: New rules will be promulgated by the Department of Human Services to implement the Early Intervention Services System Act [325 ILCS 20] and Part C of the Individuals with Disabilities Education Act (IDEA), [20 U.S.C. 1400 et seq.] The rules will define and describe the statewide early intervention services program for children birth to 36 months of age who have disabilities, developmental delays or are at substantial risk of becoming delayed and their families.

B) Statutory Authority: Authorized by the Early Intervention

## DEPARTMENT OF HUMAN SERVICES

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Services System Act [325 ILCS 20] and Part C of the Individuals with Disabilities Education Act (IDEA), [20 U.S.C. 1400 et seq.]

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: September 1999

E) Affect on small businesses, small municipalities or not for profit corporations: None

E) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: none

tt) Part(s) (Heading and Code Citation): New Rule

1) Rulemaking:

A) Description: Promulgation of an administrative rulemaking for DHS that will contain the fiscal and administrative record keeping requirements for all DHS providers. The rule will include adequate detail to allow DHS to access, through on-site inspection of the providers records, compliance with the rule. The rule will be constructed so that it applies to all DHS providers regardless of program or funding level. The rule will replace/supersede any other DHS or legacy agency rules or parts of rules with the same identical type of requirement.

B) Statutory Authority: Implementing and authorized by the Department of Human Services Act [20 ILCS 1305].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: December 1999

E) Affect on small businesses, small municipalities or not for profit corporations: None

## DEPARTMENT OF HUMAN SERVICES

## JANUARY 2000 REGULATORY AGENDA

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative Rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: noneuu) Part(s) (Heading and Code citation): New Rule1) Rulemaking:

A) Description: Promulgation of a common rule for the closeout and reconciliation of grants as required by the Grant Fund Recovery Act.

B) Statutory Authority: Implementing and authorized by the Department of Human Services Act [20 ILCS 1305].

C) Scheduled Meeting/Hearing Date: DHS does not anticipate the need for public input over the First Notice Period. Hearings, etc. will be held if necessary as required by the Illinois Administrative Procedure Act [5 ILCS 100]

D) Date agency anticipates First Notice: December 1999

E) Affect on small businesses, small municipalities or not for profit corporations: None

F) Agency contact person for information:

Susan Weir, Bureau Chief  
Bureau of Administrative rules and Procedures  
Department of Human Services  
100 South Grand Avenue East  
Springfield, Illinois 62762

G) Related rulemakings and other pertinent information: None

## DEPARTMENT OF REVENUE

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a) Part: Income Tax, 86 Ill. Adm. Code 1001) Rulemaking:

A) Description: New rules will be added to Part 100 concerning the foreign tax credit against the income tax (IITA Section 601(b)(3)), the tax credit for Tech Prep Youth Vocational Programs (IITA Section 209), the Dependent Care Assistance Credit (IITA Section 210), the election allowed for partnerships to pass investment credits through to their partners, credit carryovers and the signature requirements for tax return purposes), the reallocation of items under IITA Section 404, and the education expense credit under Public Act 91-0009. Part 100 will be amended by the addition of rules defining "financial organization" within the meaning of 35 ILCS 5/1501(a)(8) as amended by P.A. 89-711.

Part 100 will be amended by adding rules and amending existing rules governing the apportionment of business income under 35 ILCS 5/304.

Part 100 will be amended to update the provisions defining unitary business groups.

Part 100 will be amended to provide guidance for determining whether a nonresident has sufficient nexus to be subject to income taxation in Illinois.

Part 100 will be amended to clarify the rules governing the filing of composite returns by partnerships and Subchapter S corporations and to provide guidance for the carryover of losses by partnerships and Subchapter S corporations.

Part 100 will be amended by adding rules providing guidance on the taxation of entities that are disregarded for federal income tax purposes, on the addition and subtraction modifications allowed in IITA Section 203, on the credit for residential property taxes paid in IITA Section 208 and on the issue of when a taxpayer is subject to tax in another state under IITA Section 303(f).

Part 100 will be amended by adding rules implementing the "innocent spouse" relief enacted in Public Act 91-541.

Some rules changes will be made to Part 100, as a result of recent legislation, including legislation passed by the 91st General Assembly and signed by the Governor after the date of publication of this Agenda. As a result of the adoption



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of P.A. 88-669, rules with respect to acceptance of substitute W-2s will be proposed. The Department will also amend Part 100 as the result of Federal Public Law 104-95 (prohibiting taxation of nonresidential retirement income). Pursuant to federal P.L. 104-95, Part 100 will be revised to clarify that nonresident retirement income is exempt.

Finally, the Department will continue the updating and correction of Part 100.

B) Statutory Authority: 35 ILCS 5/101 and 35 ILCS 5/1401

C) Scheduled meetings/hearing dates: No schedule has been established at this time.

D) Date agency anticipates First Notice: As noted above, there will be a number of rulemakings proposed with respect to Part 100 over the next six months. We anticipate filing rulemakings amending Part 100 on a regular basis during the next six months of this year.

E) Effect on small business, small municipalities or not for profit corporations: These rulemakings will affect any business that incurs an income tax filing obligation.

F) Agency contact person for information:

Paul S. Caselton  
Deputy General Counsel - Income Tax  
Illinois Department of Revenue  
101 W. Jefferson, 5-500  
Springfield, IL 62794  
Telephone: (217) 782-7055

G) Related rulemakings and other pertinent information: None

b) Part: Property Tax Code, 86 Ill. Adm. Code 110

1) Rulemaking:

A) Description: New rules will be added to Part 110 regarding the valuation, assessment and taxation of leasehold estates and low-income housing projects. Part 110 will also be amended to correct forms in Section 110.115.

B) Statutory Authority: 35 ILCS 200/9-195, 10-235, Art. 15

C) Scheduled meetings/hearing dates: No schedule has been

## DEPARTMENT OF REVENUE

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established at this time.

D) Date agency anticipates First Notice: We anticipate filing these rulemakings during the next six months of this year.

E) Effect on small business, small municipalities or not for profit corporations: These rulemakings will affect local assessing officials and any person or business entity (1) leasing tax-exempt real property, (2) paying property taxes on certain types of low-income housing projects, or (3) seeking a property tax exemption.

F) Agency contact person for information:

Jerry Lanter  
Property Tax Counsel  
Illinois Department of Revenue  
101 W. Jefferson, 5-500  
Springfield, IL 62794  
Telephone: (217) 782-6996

G) Related rulemakings and other pertinent information: None

c) Part: Real Estate Transfer Tax, 86 Ill. Adm. Code 120

1) Rulemaking:

A) Description: Part 120 will be amended (1) to correct forms in Section 120.10, (2) to delete language made obsolete and redundant by the filing of recent emergency rulemaking, (3) to clarify procedures for the purchase of revenue stamps by recorders of deeds and registrars of title from the Department, and (4) to provide additional policy interpretations on common audit problems for taxpayers.

B) Statutory Authority: 35 ILCS 200/31-1 through 31-70

C) Scheduled meetings/hearing dates: No schedule has been established at this time.

D) Date agency anticipates First Notice: We anticipate filing both rulemakings during the next six months of this year.

E) Effect on small business, small municipalities or not for profit corporations: These rulemakings will affect any person or business entity transferring title to real estate unless specifically exempted under Section 31-45 of the Property Tax Code.

## DEPARTMENT OF REVENUE

## JANUARY 2000 REGULATORY AGENDA

F) Agency contact person for information:

Jerry Lanter  
Property Tax Counsel  
Illinois Department of Revenue  
101 W. Jefferson, 5-500  
Springfield, IL 62794  
(217) 782-6996

G) Related rulemakings and other pertinent information: Noned) Part: Retailers' Occupation Tax, 86 Ill. Adm. Code 1301) Rulemaking:

A) Description: Amendments will be made to update the Retailers' Occupation Tax regulations to reflect new statutory developments and decisional law. Some of the highlights of these changes include:

1. Revision of Section 130.325 (graphic arts equipment exemption) to implement P.A. 91-541, which defines "graphic arts production" by reference to specific subsectors of the North American Industry Classification System (replaces the use of the U.S. Standard Industrial Classification System);
2. Revision of Section 130.330 (Manufacturing Machinery and Equipment exemption) to explain taxation of chemicals used in manufacturing, to reference significant decisional law (Van's Materials, Zenith), and to clarify the exemption as it applies to the production or manufacture of food;
3. Revision of Section 130.535 to reflect new quarter monthly filing thresholds, as well as new thresholds established for taxpayers required to make payments by Electronic Funds Transfer (both required by P.A. 91-541);
4. Revision of Section 130.340, governing Rolling Stock, to reflect the new standards established by P.A. 91-587 that trailers and vehicles must meet in order to qualify for the exemption;
5. A new regulation will be promulgated to clarify the scope of the new exemption (P.A. 91-0637) for tangible personal property purchased at fundraising events for the benefit of elementary or secondary schools; and
6. Revision of Section 130.125 (Nontaxable Transactions) to

## DEPARTMENT OF REVENUE

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implement the provisions of P.A. 91-439, which provides an exemption for not-for-profit arts or cultural organizations organized and operated for the presentation or support of arts or cultural programming, activities, or services.

B) Statutory Authority: 35 ILCS 120C) Scheduled meetings/hearing dates: No schedule has been established at this time.D) Date agency anticipates First Notice: As noted above, there will be a number of rulemakings proposed with respect to Part 130 over the next six months. We anticipate filing rulemakings amending Part 130 on a regular basis during the next six months of this year.E) Effect on small business, small municipalities or not for profit corporations: Small businesses that sell tangible personal property at retail will be affected by these regulations.F) Agency contact person for information:

George Sorensen  
Deputy General Counsel - Sales and Excise Tax  
Illinois Department of Revenue  
101 W. Jefferson, 5-500  
Springfield, IL 62794  
Telephone: (217) 782-7054

G) Related rulemakings and other pertinent information: Nonee) Part: Service Occupation Tax, 86 Ill. Adm. Code 1401) Rulemaking:

A) Description: These rules are part of a general update of the Service Occupation Tax regulations to reflect new statutory developments and decisional law. Specifically, the regulations will detail the various methods available to servicemen to handle their liability, and examples will be provided for each approach. The availability of "flow-through" exemptions, as applicable to each of these methods, will be explained. The regulations will also reflect the new low rate applicable to entities licensed under the Child Care Act of 1969 (P.A. 91-541), as well as the new thresholds established for taxpayers required to make payments by Electronic Funds Transfer (P.A. 91-541).

## DEPARTMENT OF REVENUE

## JANUARY 2000 REGULATORY AGENDA

The Department will also continue the updating of Part 140.

- B) Statutory Authority: 35 ILCS 115
- C) Scheduled meetings/hearing dates: No schedule has been established at this time.
- D) Date agency anticipates First Notice: As noted above, there will be a number of rulemakings proposed with respect to Part 140 over the next six months. We anticipate filing rulemakings amending Part 140 on a regular basis during the next six months of this year.
- E) Effect on small business, small municipalities or not for profit corporations: Servicemen transferring tangible personal property incident to service will be affected by these rules.
- F) Agency contact person for information:
- George Sorensen  
Deputy General Counsel - Sales and Excise Tax  
Illinois Department of Revenue  
101 W. Jefferson, 5-500  
Springfield, IL 62794  
Telephone: (217) 782-7054

G) Related rulemakings and other pertinent information: None

f) Part: Use Tax, 86 Ill. Adm. Code 150

1) Rulemaking:

A) Description: Amendments will be made to update the Use Tax regulations to reflect new statutory developments and decisional law. Many of the changes contemplated for the Retailers' Occupation Tax Act regulations will also be made for corresponding Use Tax Act regulations. In addition, the rolling stock provisions (Section 150.310) will be amended to reflect the provisions of P.A. 91-541, which provide that taxation of property reverting to a lessor (under a lease of one year or longer) shall be determined by the property's fair market value at the time of reversion, not to exceed the original purchase price of the property that was paid by the lessor. The regulation governing the use of signs to prove the collection of tax (Section 150.1310) will be amended to provide examples using current tax rates.

## DEPARTMENT OF REVENUE

## JANUARY 2000 REGULATORY AGENDA

- B) Statutory Authority: 35 ILCS 105
- C) Scheduled meetings/hearing dates: No schedule has been established at this time.
- D) Date agency anticipates First Notice: We anticipate filing rulemakings amending Part 150 during the next six months of this year.
- E) Effect on small business, small municipalities or not for profit corporations: These amendments will affect persons subject to the Use Tax.
- F) Agency contact person for information:
- George Sorensen  
Deputy General Counsel - Sales and Excise Tax  
Illinois Department of Revenue  
101 W. Jefferson, 5-500  
Springfield, IL 62794  
Telephone: (217) 782-7054

G) Related rulemakings and other pertinent information: None

g) Part: Service Use Tax, 86 Ill. Adm. Code 160

1) Rulemaking:

A) Description: Amendments will be made to update the Service Use Tax regulations to reflect new statutory developments and decisional law. Specifically, the regulations will explain the liabilities of service customers. These regulations will correspond to the Service Occupation Tax regulations, since the liabilities of service customers will generally be determined by the manner in which their service providers handle their tax liabilities. Examples will be provided for guidance.

B) Statutory Authority: 35 ILCS 110

C) Scheduled meetings/hearing dates: No schedule has been established at this time.

D) Date agency anticipates First Notice: We anticipate filing rulemakings amending Part 160 during the next six months of this year.

E) Effect on small business, small municipalities or not for



## DEPARTMENT OF REVENUE

## JANUARY 2000 REGULATORY AGENDA

profit corporations: These amendments will affect persons subject to the Service Use Tax.

F) Agency contact person for information:

George Sorensen  
Deputy General Counsel - Sales and Excise Tax  
Illinois Department of Revenue  
101 W. Jefferson, 5-500  
Springfield, IL 62794  
Telephone: (217) 782-7054

G) Related rulemakings and other pertinent information: Noneh) Part: Automobile Renting Occupation Tax, 86 Ill. Adm. Code 1801) Rulemaking:

A) Description: Amendments will be made to update the Automobile Renting Occupation Tax regulations to reflect new statutory developments. Specifically, the regulations will be amended to reflect P.A. 91-193, which changed the definition of "gross receipts" to exclude receipts received by an auto dealer from a manufacturer or service contract provider for the use of an auto by a person whose auto is being repaired pursuant to a manufacturer's warranty or other service contract.

B) Statutory Authority: 35 ILCS 155

C) Scheduled meetings/hearing dates: No schedule has been established at this time.

D) Date agency anticipates First Notice: We anticipate filing rulemakings amending Part 180 during the next six months of this year.

E) Effect on small business, small municipalities or not for profit corporations: These rulemakings will affect persons subject to the Automobile Renting Occupation and Use Tax Act.

F) Agency contact person for information:

George Sorensen  
Deputy General Counsel - Sales and Excise Taxes  
Illinois Department of Revenue  
101 W. Jefferson, 5-500

## DEPARTMENT OF REVENUE

## JANUARY 2000 REGULATORY AGENDA

Springfield, IL 62794  
Telephone: (217) 782-7054

G) Related rulemakings and other pertinent information: Nonei) Taxpayer Rights, 86 Ill. Adm. Code 2051) Rulemaking:

A) Description: The rules under the Taxpayer's Bill of Rights will be updated.

B) Statutory Authority: 20 ILCS 2520

C) Scheduled meetings/hearing dates: No schedule has been established at this time.

D) Date agency anticipates First Notice: As noted above, there will be a number of rulemakings proposed with respect to Part 205 over the next six months. We anticipate filing rulemakings amending Part 205 on a regular basis during the next six months of this year.

E) Effect on small business, small municipalities or not for profit corporations: These rulemakings will affect any business that incurs an income tax filing obligation.

F) Agency contact person for information:

Paul S. Caselton  
Deputy General Counsel - Income Tax  
Illinois Department of Revenue  
101 W. Jefferson, 5-500  
Springfield, IL 62794  
Telephone: (217) 782-7055

G) Related rulemakings and other pertinent information: Nonej) Part: Home Rule County Retailers' Occupation Tax, 86 Ill. Adm. Code 2201) Rulemaking:

A) Description: Amendments will be made to update the Home Rule County Retailers' Occupation Tax regulations to reflect the provisions of P.A. 90-689, which allow local government entities to impose, discontinue or change the rate of tax twice a year rather than once a year.

## DEPARTMENT OF REVENUE

## JANUARY 2000 REGULATORY AGENDA

- B) Statutory Authority: 55 ILCS 5
- C) Scheduled meetings/hearing dates: No schedule has been established at this time.
- D) Date agency anticipates First Notice: We anticipate filing rulemakings amending Part 220 during the next six months of this year.
- E) Effect on small business, small municipalities or not for profit corporations: These amendments will affect persons subject to the Home Rule County Retailers' Occupation Tax.
- F) Agency contact person for information:

George Sorensen  
Deputy General Counsel - Sales and Excise Tax  
Illinois Department of Revenue  
101 W. Jefferson, 5-500  
Springfield, IL 62794  
Telephone: (217) 782-6996

- G) Related rulemakings and other pertinent information: None

- k) Part: Home Rule County Service Occupation Tax, 86 Ill. Adm. Code 230

1) Rulemaking:

- A) Description: Amendments will be made to update the Home Rule County Service Occupation Tax regulations to reflect the provisions of P.A. 90-689, which allow local government entities to impose, discontinue or change the rate of tax twice a year rather than once a year.

- B) Statutory Authority: 55 ILCS 5

- C) Scheduled meetings/hearing dates: No schedule has been established at this time.

- D) Date agency anticipates First Notice: We anticipate filing rulemakings amending Part 230 during the next six months of this year.

- E) Effect on small business, small municipalities or not for profit corporations: These amendments will affect persons subject to the Home Rule County Service Occupation Tax.

- F) Agency contact person for information:

## DEPARTMENT OF REVENUE

## JANUARY 2000 REGULATORY AGENDA

George Sorensen  
Deputy General Counsel - Sales and Excise Tax  
Illinois Department of Revenue  
101 W. Jefferson, 5-500  
Springfield, IL 62794  
Telephone: (217) 782-6996

- G) Related rulemakings and other pertinent information: None
- l) Part: Home Rule Municipal Retailers' Occupation Tax, 86 Ill. Adm. Code 270

1) Rulemaking:

- A) Description: Amendments will be made to update the Home Rule Municipal Retailers' Occupation Tax regulations to reflect the provisions of P.A. 90-689, which allow local government entities to impose, discontinue or change the rate of tax twice a year rather than once a year.

- B) Statutory Authority: 65 ILCS 5

- C) Scheduled meetings/hearing dates: No schedule has been established at this time.

- D) Date agency anticipates First Notice: We anticipate filing rulemakings amending Part 270 during the next six months of this year.

- E) Effect on small business, small municipalities or not for profit corporations: These amendments will affect persons subject to the Home Rule Municipal Retailers' Occupation Tax.

- F) Agency contact person for information:

George Sorensen  
Deputy General Counsel - Sales and Excise Tax  
Illinois Department of Revenue  
101 W. Jefferson, 5-500  
Springfield, IL 62794  
Telephone: (217) 782-6996

- G) Related rulemakings and other pertinent information: None

- m) Part: Home Rule Municipal Service Occupation Tax, 86 Ill. Adm. Code 280

## DEPARTMENT OF REVENUE

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1) Rulemaking:

A) Description: Amendments will be made to update the Home Rule Municipal Service Occupation Tax regulations to reflect the provisions of P.A. 90-689, which allow local government entities to impose, discontinue or change the rate of tax twice a year rather than once a year.

B) Statutory Authority: 65 ILCS 5

C) Scheduled meetings/hearing dates: No schedule has been established at this time.

D) Date agency anticipates First Notice: We anticipate filing rulemakings amending Part 280 during the next six months of this year.

E) Effect on small business, small municipalities or not for profit corporations: These amendments will affect persons subject to the Home Rule Municipal Service Occupation Tax.

F) Agency contact person for information:

George Sorensen  
Deputy General Counsel - Sales and Excise Tax  
Illinois Department of Revenue  
101 W. Jefferson, 5-500  
Springfield, IL 62794  
Telephone: (217) 782-6996

G) Related rulemakings and other pertinent information: None

n) Part: Home Rule Municipal Use Tax Imposed by Municipalities Having 2,000,000 or More Inhabitants, 86 Ill. Adm. Code 295

1) Rulemaking:

A) Description: Amendments will be made to update the regulations to reflect the provisions of P.A. 90-689, which allow local government entities to impose, discontinue or change the rate of tax twice a year rather than once a year.

B) Statutory Authority: 65 ILCS 5

C) Scheduled meetings/hearing dates: No schedule has been established at this time.

D) Date agency anticipates First Notice: We anticipate filing

## DEPARTMENT OF REVENUE

## JANUARY 2000 REGULATORY AGENDA

rulemakings amending Part 295 during the next six months of this year.

E) Effect on small business, small municipalities or not for profit corporations: These amendments will affect persons subject to the Home Rule Municipal Use Tax.

F) Agency contact person for information:

George Sorensen  
Deputy General Counsel - Sales and Excise Tax  
Illinois Department of Revenue  
101 W. Jefferson, 5-500  
Springfield, IL 62794  
Telephone: (217) 782-6996

G) Related rulemakings and other pertinent information: None

o) Part: Alcoholic Liquor Act, 86 Ill. Adm. Code 420

1) Rulemaking:

A) Description: Amendments will be made to update the Alcoholic Liquor Act regulations to reflect the provisions of P.A. 91-038, which increased the liquor tax rates. The regulations will also be updated to reflect the new rates applicable to alcoholic cider imposed by P.A. 90-625. Changes are also contemplated regarding the manner in which the exemption for wine used for sacramental purposes is documented.

B) Statutory Authority: 235 ILCS 5

C) Scheduled meetings/hearing dates: No schedule has been established at this time.

D) Date agency anticipates First Notice: We anticipate filing rulemakings amending Part 420 during the next six months of this year.

E) Effect on small business, small municipalities or not for profit corporations: These amendments will affect persons subject to the Liquor Control Act of 1934.

F) Agency contact person for information:

George Sorensen  
Deputy General Counsel - Sales and Excise Tax



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## JANUARY 2000 REGULATORY AGENDA

Illinois Department of Revenue  
101 W. Jefferson, 5-500  
Springfield, IL 62794  
Telephone: (217) 782-6996

G) Related rulemakings and other pertinent information: None

p) Part: Tobacco Product Manufacturers' Escrow Act (NEW PART), 86 Ill. Adm. Code 455

1) Rulemaking:

A) Description: New regulations will be added to implement the provisions of the Tobacco Product Manufacturers' Escrow Act (P.A. 91-41).

B) Statutory Authority: 30 ILCS 168

C) Scheduled meetings/hearing dates: No schedule has been established at this time.

D) Date agency anticipates First Notice: We anticipate filing rulemakings amending Part 455 during the next six months of this year.

E) Effect on small business, small municipalities or not for profit corporations: These amendments will affect persons subject to the Tobacco Product Manufacturers' Escrow Act.

F) Agency contact person for information:

George Sorensen  
Deputy General Counsel - Sales and Excise Tax  
Illinois Department of Revenue  
101 W. Jefferson, 5-500  
Springfield, IL 62794  
Telephone: (217) 782-6996

G) Related rulemakings and other pertinent information: None

q) Part: Telecommunications Excise Tax, 86 Ill. Adm. Code 495

1) Rulemaking:

A) Description: The rules will be amended to clarify both current statutory provisions and Department policy. Many new technologies have evolved since the Act was established, and the manner in which these technologies are taxed can be

## DEPARTMENT OF REVENUE

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clarified in the rules. In addition, the regulations will be amended to reflect the provisions of P.A. 91-0541, which provide for annual filing. Also, a regulation clarifying the definition of "service address" is contemplated.

B) Statutory Authority: 35 ILCS 630

C) Scheduled meetings/hearing dates: No schedule has been established at this time.

D) Date agency anticipates First Notice: We anticipate filing rulemakings amending Part 495 during the next six months of this year.

E) Effect on small business, small municipalities or not for profit corporations: Retailers of telecommunications will be affected by these regulations.

F) Agency contact person for information:

George Sorensen  
Deputy General Counsel - Sales and Excise Tax  
Illinois Department of Revenue  
101 W. Jefferson, 5-500  
Springfield, IL 62794  
Telephone: (217) 782-7054

G) Related rulemakings and other pertinent information: None

r) Part: Motor Fuel Tax, 86 Ill. Adm. Code 500

1) Rulemaking:

A) Description: Amendments will be made to update the Motor Fuel Tax regulations to define the term, "air carrier affiliate," as that term in used in administration of the Underground Storage Tank tax on receivers. Amendments may also be made to provisions governing the dyed diesel program, as issues arise in regard to its administration.

B) Statutory Authority: 35 ILCS 505

C) Scheduled meetings/hearing dates: No schedule has been established at this time.

D) Date agency anticipates First Notice: As noted above there will be a number of rulemakings proposed with respect to Part 500 over the next six months. We anticipate filing

## DEPARTMENT OF REVENUE

## JANUARY 2000 REGULATORY AGENDA

rulemakings amending Part 500 on a regular basis during the second six months of this year.

- E) Effect on small business, small municipalities or not for profit corporations: Distributors, suppliers and receivers of motor fuel, as well as persons paying Motor Fuel Use Tax under the International Fuel Tax Agreement.

F) Agency contact person for information:

George Sorensen  
Deputy General Counsel - Sales and Excise Tax  
Illinois Department of Revenue  
101 W. Jefferson, 5-500  
Springfield, IL 62794  
Telephone: (217) 782-6996

- G) Related rulemakings and other pertinent information: None

- s) Part: Senior Citizens and Disabled Persons Property Tax Relief and Pharmaceutical Assistance Act, 86 Ill. Adm. Code 530

1) Rulemaking:

- A) Description: Part 530 will be amended (1) to update the income level for claimants in Section 530.115 and (2) to clarify deductible costs for Pharmaceutical Assistance Cards issued as a result of amended financial information.

- B) Statutory Authority: 320 ILCS 25/1 through 13

- C) Scheduled meetings/hearing dates: No schedule has been established at this time.

- D) Date agency anticipates First Notice: We anticipate filing this rulemaking during the next six months of this year.

- E) Effect on small business, small municipalities or not for profit corporations: This rulemaking will affect any person seeking benefits under the Senior Citizens and Disabled Persons Property Tax Relief and Pharmaceutical Assistance Act.

F) Agency contact person for information:

Jerry Lanter  
Property Tax Counsel  
Illinois Department of Revenue

## DEPARTMENT OF REVENUE

## JANUARY 2000 REGULATORY AGENDA

101 W. Jefferson, 5-500  
Springfield, IL 62794  
(217) 782-6996

- G) Related rulemakings and other pertinent information: None

- t) Part: Special County Retailers' Occupation Tax For Public Safety, 86 Ill. Adm. Code 670

1) Rulemaking:

- A) Description: Amendments will be made to update the Special County Retailers' Occupation Tax For Public Safety regulations to reflect the provisions of P.A. 90-689, which allow local government entities to impose, discontinue or change the rate of tax twice a year rather than once a year.

- B) Statutory Authority: 55 ILCS 5

- C) Scheduled meetings/hearing dates: No schedule has been established at this time.

- D) Date agency anticipates First Notice: We anticipate filing rulemakings amending Part 670 during the next six months of this year.

- E) Effect on small business, small municipalities or not for profit corporations: These amendments will affect persons subject to the Special County Retailers' Occupation Tax For Public Safety.

F) Agency contact person for information:

George Sorensen  
Associate Chief Counsel  
Illinois Department of Revenue  
101 W. Jefferson, 5-500  
Springfield, IL 62794  
Telephone: (217) 782-6996

- G) Related rulemakings and other pertinent information: None

- u) Part: Special County Service Occupation Tax For Public Safety, 86 Ill. Adm. Code 680

1) Rulemaking:

- A) Description: Amendments will be made to update the Special

## DEPARTMENT OF REVENUE

## JANUARY 2000 REGULATORY AGENDA

County Service Occupation Tax For Public Safety regulations to reflect the provisions of P.A. 90-689, which allow local government entities to impose, discontinue or change the rate of tax twice a year rather than once a year.

B) Statutory Authority: 55 ILCS 5

C) Scheduled meetings/hearing dates: No schedule has been established at this time.

D) Date agency anticipates First Notice: We anticipate filing rulemakings amending Part 680 during the next six months of this year.

E) Effect on small business, small municipalities or not for profit corporations: These amendments will affect persons subject to the Special County Service Occupation Tax For Public Safety.

F) Agency contact person for information:

George Sorensen  
Associate Chief Counsel  
Illinois Department of Revenue  
101 W. Jefferson, 5-500  
Springfield, IL 62794  
Telephone: (217) 782-6996

G) Related rulemakings and other pertinent information: None

## JOINT COMMITTEE ON ADMINISTRATIVE RULES

## ILLINOIS GENERAL ASSEMBLY

## SECOND NOTICES RECEIVED

The following second notices were received by the Joint Committee on Administrative Rules during the period of February 1, 2000 through February 7, 2000 and have been scheduled for review by the Committee at its March 7, 2000 meeting in Springfield. Other items not contained in this published list may also be considered. Members of the public wishing to express their views with respect to a rulemaking should submit written comments to the Committee at the following address: Joint Committee on Administrative Rules, 700 Stratton Bldg., Springfield IL 62706.

| Second Notice Expires | Agency and Rule  | Start Of First Notice        | JCAR Meeting |
|-----------------------|--|------------------------------|--------------|
| 3/16/00               | Department of Natural Resources, Disabled Hunting Method Authorizations (17 Ill Adm Code 760)            | 12/10/99<br>23 Ill Reg 14192 | 3/7/00       |
| 3/16/00               | Department of Public Health, Hearing Screening (77 Ill Adm Code 675)                                     | 4/23/99<br>23 Ill Reg 5062   | 3/7/00       |
| 3/16/00               | Department of Revenue, Electronic Filing of Illinois Individual Income Tax Returns (86 Ill Adm Code 105) | 11/29/99<br>23 Ill Reg 13999 | 3/7/00       |
| 3/17/00               | Office of Banks and Real Estate, Electronic Fund Transfers (38 Ill Adm Code 315)                         | 12/10/99<br>23 Ill Reg 14140 | 3/7/00       |
| 3/17/00               | State Board of Education, Determining Special Education Per Capita Tuition Charge (23 Ill Adm Code 130)  | 6/18/99<br>23 Ill Reg 6990   | 3/7/00       |
| 3/18/00               | Department of Human Services, Advisory Councils (89 Ill Adm Code 515)                                    | 10/29/99<br>23 Ill Reg 13176 | 3/7/00       |



Rules acted upon during the calendar quarter from Issue 1 through Issue 16 are listed in the Issues Index by Title number, Part number and Issue number. For example, 50 Ill. Adm. Code 2500 published in Issue 1 will be listed as 50-2500-1. The letter "R" designates a rule that is being repealed. Inquiries about the Issues Index may be directed to the Administrative Code Division at 217-782-4414 or [jnabale@ccgate.sos.state.il.us](mailto:jnabale@ccgate.sos.state.il.us) (Internet address).

**PROPOSED**

2-1175-8  
2-1176-8  
2-1610-1  
2-3100-2  
4-300-4  
8-125-6  
8-250-2  
11-306-6  
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11-510-6  
11-1312-6  
11-1413-6  
14-130-2  
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17-670-3  
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20-1282-8  
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74-725-2  
74-790-8  
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80-310-4,5,8  
80-1540-1  
80-2800-3  
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83-411-5  
83-726-1  
86-100-7  
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86-500-3  
89-10-4  
89-113-4,8  
89-120-1  
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89-329-6  
89-340-4  
89-378-7  
89-401-3  
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89-682-1  
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38-1075-1  
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44-1-6  
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44-695-6  
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56-2660-8  
56-2665-6  
59-116-8  
68-1150-3  
68-1210-3  
68-1230-3  
68-1240-3  
68-1245-3  
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68-1255-6  
68-1270-3  
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68-1300-4  
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68-1380-3  
68-1456-3  
68-1480-3  
68-1500-3  
68-1505-3  
71-40-2  
74-440-7  
77-205-8  
77-3500-5  
80-150-4  
80-310-4  
80-1650-7  
80-3000-2,6  
86-106-5  
86-110-7  
86-1910-4  
86-3000-4  
89-50-4  
89-104-7  
89-112-2,7  
89-113-7  
89-114-7  
89-140-3  
89-148-7  
89-160-7  
89-617-8  
89-676-8  
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**EMERGENCY**

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68-1260-3  
68-1370-3  
68-1450-3  
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80-3000-3  
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86-500-3  
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\*Notice for Public

Comment











